



Business Continuity

Plan

Statement of intent

The Tower Trust is committed to protecting the welfare of our entire school community and, as such, understands that clear and effective procedures need to be in place to outline the Trust's response in a variety of situations.

Whilst most incidents within school can be dealt with following day-to-day school procedures, there are more serious incidents which will require an established emergency response – these are as follows:

- An inability to carry out daily and/or critical activities
- Loss of life or serious injury to staff, pupils or members of the school community/public
- Serious damage to, or loss of, a part of/full building or access to a building
- Adverse publicity and/or reputational impacts
- Loss or breach of ICT systems and/or data
- Loss or shortage of staff
- Loss of critical supplier or service

The Trust requires its Academies to be able to recover from unexpected disruptions that are critical to the school. Due to the differing operational nature of its Academies, the Trust requires each Academy to hold a Business Continuity Plan which is updated annually, (or more regularly if the need arises). Academies will submit each revision of the business continuity plan to the CEO and Chair of the Trust.

In signing this annual plan, the below signatories confirm to have received the up-to-date Plans from each of the Trust's Academies.

Policy Issued: November 2019

Next Review: November 2020

Signature of Chair of Trustees:

Signature of Chief Executive Officer: