



Bereavement Policy

Last Reviewed Date:	13/10/2022	Reviewed:	08/04/2025
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School Business Manager:		Date:	08/04/2025
Headteacher:		Date:	24/05/2025

Date of Next Review:	November 2026
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1. Dissemination of Information

In the event of a death within the school community, a member of the Senior Leadership Team will be responsible for informing all members of staff as soon as possible after the information is received. This will be communicated by email.

If someone receives information about a death other than a member of the Senior Leadership Team, they must inform SLT immediately.

If the death of a pupil occurs, the Headteacher will await the permission of the deceased child's parents and then write to the parents of other pupils in the school.

2. Immediate Action

The school can contact the Crisis Team who will send a qualified bereavement counsellor to listen to those members of staff who need support. SLT need to monitor and review the situation carefully and a contingency plan may need to be devised if staff have difficulty in coping with their feelings. It must be remembered that whilst the school is open the remaining pupils need to continue with their basic routines with due regard given for health and safety.

If the death of a pupil occurs, the Class Teacher will be responsible for dealing with the deceased child's belongings and returning them to the family. If the death of a member of staff occurs, then a member of the Senior Leadership Team will deal with the deceased person's effects.

3. Further Action

If a pupil or member of staff's funeral occurs during school time, the school will remain open and the deceased person's family will be consulted regarding their wishes. If the deceased person's family are in agreement, then anyone wishing to attend the funeral can go.

Amwell View School has a Butterfly Memorial Garden to remember pupils who we have sadly lost. This would be in agreement with the deceased person's family.