



## **POLICY FOR ADVERSE WEATHER CONDITIONS**

**ADOPTED DATE: September 2017**

It is the policy of the school to make every effort to remain open whenever possible.

The decision to close the school either before or during the school day or a delayed opening will be made by the Headteacher. The school will only be closed if one or more of the following conditions apply:

1. Insufficient staff are able to come in to keep the school running safely.
2. Conditions on site are dangerous.
3. Conditions are considered to be or are anticipated to later become too hazardous for travel.

If the school is to close:

1. The media will be informed (BBC Suffolk 95.5MHz, 95.9MHz, 103.9MHz & 104.6) and will then broadcast details.
2. The school will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents. However, parents are expected to check the website and/or make themselves aware of the radio broadcasts when it is clear that a closure is a possibility.
3. The Headteacher will inform the SWAT, via Executive Principle, Darren Woodward.

The school appreciates that during bad weather children may arrive later than normal; parents should endeavour to contact the school to let them know they are on their way if likely to be delayed. The school recognises there will be isolated instances where families are cut off, even where the clear majority of children can get into school. In such instances parents should inform the school of the circumstances of this exceptional situation, as the school has a duty to clarify the circumstances of each case so as to be able to formally authorise the absence to the Local Authority.

Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevents the child coming

into school, risks their child being registered as an unauthorised absence. Where the school is officially closed, all absence is counted as authorised absence.

In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances, parents will be contacted by text message (the contact number you have provided to the school) and asked to collect their child/ren. Such early release will only be contemplated in very extreme circumstances.

In the event of snow, some pathways will be cleared and salted. Parents, children and visitors will be made aware that pathways, even where cleared, do remain dangerous. Children will also be reminded of this in assembly.

Before and after school opening hours parents are responsible for ensuring their children do not slide on the school playground.

In icy conditions staff will salt pathways as follows:

- A. From the front gate to the front door
- B. From the playground to the entrance doors, wherever possible.

Where necessary, essential pathways will be maintained as clear as possible throughout the day.

On school days where the school is closed to pupils, the pathway will still be maintained; if practicable and safe to do so.

During significant adverse weather conditions, the School Hall will be open from 8.40am for parents to bring their children inside. All parents should enter the school with their child directly by the front entrance, and report to the office before taking themselves and their child into the hall.

Parents may be required to supervise their children in the hall until staff are ready to formally take supervision of the children. Parents are asked to leave the school immediately as soon as the staff have taken over.

During adverse weather conditions, the playground may be out of bounds to parents and children at the beginning and end of school, and if the Headteacher decides it necessary, at break times as well.

In the Headteacher's absence the Deputy Headteacher on site will assume responsibility for making all decisions relating to the Adverse Weather Policy.

## Appendix

1. Whilst the Headteacher who lives some distance from the school and are in a well-placed position to make an informed judgement on the local weather in Glemsford, will be informed by Kelly Sorrell as to the circumstances in the village.
2. Should the school need to be closed or a delayed opening time the Headteacher will inform the Area Manager who inform BBC Suffolk.

3. The telephone tree will then come into operation (see attachment)
4. Staff who live within walking distance of the school will be expected to come into school to clear paths etc this includes the following staff:

Kelly Sorrell	Custodian/Admin/TA	Jayne Stead	TA
Debbie Riley	TA	Julie Britton	TA
Laura Browne	TA	Laura Webb	TA
Tanya Farrance	Admin	Mel Alber	TA
Karen Beetles	TA	Jo Arch	TA
Sarah Huckle	B Club	Emma Myers	Teacher
Paul Myers	Caretaker	Sarah Hibberd	TA

**REVIEW DATE: September 2018**

**CHAIR OF GOVERNORS:** \_\_\_\_\_