



## **Inclement Weather Plans** ***Information Sheet for Parents and Carers***

Extreme weather conditions caused by snow, ice, flooding and fog, which render journeys extremely hazardous, may reduce the number of staff who can access the school. The purpose of the document is to:

- Ensure the safety and wellbeing of all pupils and employees should a school have to deal with severe, inclement weather; and
- Ensure that all employees and parents are clear about their roles and responsibilities in the event of severe weather or school closures.

Extremely hazardous includes those conditions in which the appropriate authorities advise people not to make unnecessary journeys or indeed travel at all. In all cases we will seek to avoid a school closure unless it is absolutely necessary. The school aim is to maintain a service to parents and pupils for as long as is reasonably practical. However the safety of children and staff are paramount in these circumstances.

**If no announcement is made, that means the school is opening at the normal time.**

In the event of severe weather the protocol will be:

1. The school will be assessed by key staff to ensure that it is safe and the heating and water are working to a satisfactory standard.
2. The school will notify parents via text messaging service of the opening arrangements for the school.
3. The school will update information on the school website.
4. The school will advise parents which classes should attend the school. Priority for opening will be given to the oldest children i.e. Year 6 then Year 5 etc. depending upon the number of staff who actually arrive at school.
5. Parents should expect to be requested to send their child with a packed lunch as sufficient catering staff may not be able to access the school in order to provide a hot meal.
6. For pupil and staff safety, if the severe weather relates to snow and ice, the gates on the playground entrances will not be opened and all parents and pupils will be required to use the main reception entrance at the start and end of the school day.
7. Parents must be aware that the situation will be monitored by key staff regularly and opening and closing times will be subject to variation such as opening later and closing earlier, depending upon the changes in the weather circumstances.
8. The school will endeavour to maintain effective communication with parents via the LA Website, text and e-mail messages and, once staff arrive in school, via the telephone voicemail message and the school website.
9. School staff will contact parents and carers as and when appropriate to organise a working party to help with clearing and gritting a pathway on the school grounds under the direction of key school staff.

