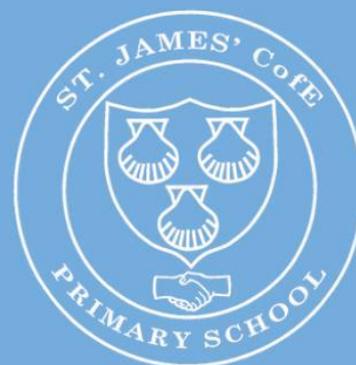


St.James' CofE Primary School



Snow / Adverse Weather Protocol

Written by: C Hilton January 2019

Review: as necessary

1. INTRODUCTION AND OVERVIEW

St James' CofE primary School will always endeavour to open and to stay open. The school must consider the health and safety of all pupils and staff before making a decision. The school must attempt to ensure that sufficient staff can travel to school safely and return home safely at the end of the day. The school is aware that closure and particularly closure during the day presents real difficulties for many families.

2. IN THE EVENT OF ADVERSE WEATHER CONDITIONS

If snow is forecast, where it is possible a member of the Leadership Team will arrive on site before 7.30 am. They look at the conditions on site – how much snow has already fallen and whether it is still snowing.

The decision to open or close is then made by the Headteacher taking into account:

- The current conditions of the approach roads and car parks/paths
- Whether there is the likelihood that enough staff will be able to reach school to provide adequate supervision
- The likelihood of conditions becoming worse during the day, causing problems for pupils and staff getting home.

There is a determination to make a decision to close as early as possible, to ensure messages go via text, and information is posted on all our social media sites before most stakeholders attempt to travel.

Each day is treated separately and the decision is made on the basis of the safety of pupils and staff. If it looks likely that we are going into a second day of closure we will endeavor to provide guidance the evening before based on current context.

Sometimes, during the course of the school day, conditions around the school can deteriorate quickly and we have to make a decision to close in order to allow pupils to get home safely and in good time. We realise that some parents/carers will be inconvenienced by a decision to close the school in these circumstances but we endeavour to make that decision based on the best possible information available at the time and with the welfare of pupils and staff taking priority.

3. COMMUNICATION

To minimise the uncertainty caused by bad weather and snow, we offer the following advice for parents/carers:

- Text messaging service
- Official school social media. (<https://www.facebook.com/stjameswardle/?ref=bookmarks>).

We do not use word-of-mouth. Any mobile phone contact will be to parents/carers via the T2P system only. Please ensure we have up to date contact information.

Please do not hinder our efforts to communicate quickly and efficiently by contacting school unnecessarily. As soon as any update is available, we will contact parents/carers.

4. STAFF

There is an expectation that staff can make it into school despite most poor weather and snow conditions. Staff living in remote locations, or living a significant distance from school, are expected to make arrangements whereby the journey to school is, without taking excess risk, achievable. The school reserves the right to withhold pay or take disciplinary action if no reasonable attempt is made to get into work during moderate snow conditions (Gritted roads, the continuation of bus and train services, unblocked roads and motorways are taken as examples of moderate snow conditions.)

Unless directed otherwise, staff are expected to report into school, whilst being mindful of their own safety. Therefore, during periods of prolonged snowfalls and poor weather spanning several days, the school will attempt to start later, rather than close. Once again, text messages and the school social media will alert staff to the situation.