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# Severe Weather Policy

**Policy written by:** Miss A Kennerley  
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## Introduction

The key issue when considering whether to close the school is the safety of the pupils and staff. The staff make every effort to reach the school when the weather is bad, but there are occasions when the school is unable to open. The decision to close the school will be made by the Headteacher or, in his/her absence, will be made by the Deputy Headteacher. This will involve reference to detailed weather forecasts and in consultation with local schools, the Chair of Governors and the local authority.

The following factors will be taken into account when deciding whether the school should be closed:

1. The safety of the site for pupils, staff and visitors.
2. The ability of pupils to get to school.
3. The ability of staff to get to school. Staffing levels must be sufficient to provide cover and supervision.
4. The ability of pupils to get home at the end of the school day.
5. The adequacy of on-site supplies of fuel and food and the resilience of infrastructure, e.g. heating systems.

If severe weather is expected overnight, the Senior Leadership Team and Site Manager will check conditions early in the morning. If it is decided that the School cannot open, then this information will be relayed to parents via:

- School website
- Emails to all known contacts
- Social Media updates (Facebook & Twitter)

Silk FM Radio 106.9 and Signal Radio 96.7 will also announce school closures. School will inform the local authority if school is closed, who will also publicise the closure.

Staff will be contacted via text messaging but should also check the website for information as a primary reference.

Parents should also note that they may have to make special arrangements to collect their children during the periods of bad weather. They should ensure that a member of staff is advised if they take their children home early.

If severe weather occurs during the school day then the Headteacher may decide to send the pupils home. Again, this information will be relayed to parents via:

- School website
- Emails to all known contacts
- Social Media updates (Facebook & Twitter)

In the case of school closure, the Head and SLT will meet regularly to ensure that all necessary procedures are followed and to plan the re-opening of the school. If weather conditions prohibit meeting, the group will liaise closely by other means.

**Signed** \_\_\_\_\_ **Chair of Governors**

**Signed** \_\_\_\_\_ **Head Teacher**

**Date** \_\_\_\_\_