



# Adverse Weather Policy

Headteacher: \_\_\_\_\_ Date: \_\_\_\_\_

Chair of Governors: \_\_\_\_\_ Date: \_\_\_\_\_

**Updated: April 2016** \_\_\_\_\_ **Review Date: May 2018** \_\_\_\_\_

Written by Caron Stone \_\_\_\_\_



## **HAWORTH PRIMARY SCHOOL**

### **ADVERSE WEATHER POLICY & PROCEDURES**

#### **Safeguarding Statement of Intent:**

At Haworth Primary School we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at Haworth Primary School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying. We believe that if this commitment is to be put into practice then the safeguarding policies and procedures the school has drawn up must be adhered to, communicated and fully understood and applied by everybody associated with the school.

#### **Rationale**

- To make clear the policy and procedure in relation to operating the school during adverse weather conditions
- To make clear the grounds for a school closure due to adverse weather conditions
- To advise and inform staff and parents of the systems and procedures in place in the event of a school closure due to adverse weather conditions

#### **Aims**

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

#### **Safety of Pupils**

The safety of pupils is paramount. Where the decision is taken to close the school after a session has started, children will remain on site until a parent/carer comes to collect them.

#### **Safety of Staff**

Staff should make all reasonable efforts to attend work. It may even be appropriate for staff to be in school even if children cannot be accommodated. The Head Teacher should also take all reasonable action to ensure adequate staffing in the school.

#### **Responsibilities**

In the event of adverse weather conditions, the Site Manager will assess the school site and inform the Head Teacher by 7.00am of the conditions. The decision to close the school, either before or during the school day, will be made by the Head Teacher. The Head Teacher will inform staff and parents via text message and will update the school closure page on Bradford School's Online. The school office staff will post an update on the homepage of the school website and the school Facebook page. In the Head Teacher's absence, the senior teacher on site will assume responsibility for making all decisions relating to the Adverse Weather Policy.

#### **Organisation**

If the school is to close:

1. The closure will be recorded on the Bradford Schools Online website by the Head Teacher. This information will be displayed to the public via the schools directory on the City of Bradford Metropolitan District Council website:  
<https://bso.bradford.gov.uk/council/schools/schoolclosures.aspx>
2. The media (The Pulse Radio and Radio Leeds) will then broadcast details.
3. The First contact will be alerted to the closure using the text service activated by the Head Teacher once the closure has been logged with Bradford MDC.
4. The Haworth Primary School website will be updated: <http://haworth.schooljotter2.com/>
5. The school Facebook page will be updated: <http://www.facebook.com/HaworthPrimary>

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.

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 un-authorised 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 phone either at home or work and asked to collect their child/ren. Such an early release will only be contemplated in very extreme circumstances.

In the event of snow, some pathways to entrances 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 or down the grass verge.

In icy conditions, the caretaker will salt wide pathways as follows:

- A) From the front gate to the entrance door to the school office
- B) From the front gate to the cloakroom doors, the entrance to school Nursery, Reception and the Designated Special Provision

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 during snow and ice weather on a daily basis by the caretaker, so as to keep the pathways clear and prevent build up of ice and snow. 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 Head Teacher decides it necessary, at break times as well. Areas will be clearly cordoned off in these circumstances.

### **Dissemination of the policy:**

- We will include a copy of the policy to all new pupils and parents/carers.
- We will make reference to the policy in the PEACH newsletter
- The policy will be available on the website.
- We will use opportunities such as parent's evenings etc. to raise awareness of the policy.
- All school staff, will be informed of this policy and be encouraged to support its implementation

### **Policy Review**

Ratified by Governors April 2016  
For review in April 2016