

Milton CE Primary School

Policy for Adverse Weather Conditions/Emergency School Closure

In the development of this policy, consideration has been given to impact on:

- protected characteristics under the Equality Act
- safeguarding of all members of the school community (including staff, pupils, parents/carers and the wider community)

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 will be made by the Head Teacher. 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 closure will be recorded on the Cambridgeshire County Council Website by the Head Teacher. This information will be displayed to the public via the schools directory on the CCC website:

<http://www.cambridgeshire.gov.uk/childrenandfamilies/education/schools/schoolclosures/>

The local media are also willing to broadcast information on emergency school closures. (BBC Radio Cambridgeshire and Heart 103 and 102.7 FM Star 107 FM)

2. The school will also try to alert parents if possible via our parent mail service activated by the school administrators once the closure has been logged with the County Council. The school will also confirm their open/closed status on our own website and use a cascade tree to inform staff and parents of the status.

The decision to close the school will be made by 7.30am on the day of closure.

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-authorized absence.

Adopted at Full Governing Body Meeting – 5th December 2012

Policy to be reviewed annually