

**INCLEMENT WEATHER PROCEDURES**

Christ Church Academy

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**Date of Issue: September 2018**

Review Date: September 2019

# INCLEMENT WEATHER PROCEDURES

CHRIST CHURCH ACADEMY



## **Policy Consultation & Review**

This policy is available on our school website and is available on request from the school office.

This policy will be reviewed in full by the Governing Body on an annual basis. This policy is due for review in September 2019.

## **School procedure for inclement weather conditions**

We would like to let parents know the procedures the school will follow in the event that weather conditions force us to close.

Firstly, we would like to assure you that we appreciate how disruptive an unplanned school closure can be. We will do all that we reasonably can to ensure that the school stays open during bad weather and that risks from snow and ice are minimised. This might involve closing off individual areas that have the potential to be unsafe (such as paths or the playground) whilst continuing to operate the school as a whole.

However if we feel there are risks to the health and safety of the students, and there is nothing we can do to reduce those risks, we must close the school in the students' best interests. The Principal, in liaison with the Chair of Governors, will make that decision based on:

- the condition of roads and paths (both at school and in the surrounding area)
- the condition of heating, lighting, water and catering at the school
- operation of public transport
- the weather forecast
- number of staff available to maintain safe pupil/teacher ratio

If the decision to close the school is taken, then there are likely to be two scenarios – either the decision is taken before school opens or (in case of rapidly deteriorating conditions) part way through the day.

### **If the decision to close the school is made before school opens:**

The school will make the decision as soon as possible based on the conditions which are present. Parents and carers will be notified through a variety of methods, removing the necessity to ring the school directly, which include:

- group texts/emails that we will send to the mobile contact numbers we have on our records (**please let us know if your details have changed**)
- announcements on the local radio stations (Radio Stoke and Signal Radio)
- a message on the school website
- a notice on the school gates
- the Staffordshire County Council emergency school closure webpage  
<http://www.staffordshire.gov.uk/education/schoolsandcolleges/emergencyclosures/>

### **If the decision to close the school is made during the school day:**

This decision will only be made in cases of rapidly deteriorating conditions. Parents and carers will be notified through a variety of methods, alleviating the necessity to ring the school directly, which include:

- group texts/emails that we will send to the mobile contact numbers we have on our records (**please let us know if your details have changed**)
- announcements on the local radio stations (Radio Stoke and Signal Radio)
- a message on the school website

The school bus companies will also be informed, so that collection can be arranged. On occasions, bus companies may deem it necessary to collect the children early due to deteriorating weather conditions, however we will try to keep the school open for other children.

Parents of children who usually travel on the bus will be notified.

It is important that pupils and their parents/carers are clear about their arrangements if the school were to shut; this will ensure pupils have a safe place to go to. This may be home, a friend or relative's house.

A local member of staff will remain in school with the caretaker to supervise uncollected children until the end of the school day.