



Gusford Primary School

"Promoting Achievement and Success."

Snow & Bad Weather Policy

Person Responsible: C Tapscott

Policy Review: November 2014

Next Review: November 2016

This policy document has been adopted by the whole Local Governing Body and is signed by the chair of governors on its behalf.

CHAIR OF GOVERNORS

HEADTEACHER

DATE POLICY WAS ADOPTED BY THE LOCAL GOVERNING BODY: December 2014

The policy once consulted on at local level needs to be subject to ratification by the Board of the Active Learning Trust or a committee acting for that Board.

DATE POLICY WAS RATIFIED BY THE ACTIVE LEARNING TRUST: Deember 2014

Reasons for closure

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. Equipment in school is not working eg heating, water supply
4. Conditions are considered to be or are anticipated to later become too hazardous for travel.

In the event of disruption caused by heavy snow the prime concern of the school must always be the safety of the pupils and staff.

If the school is open in snow or bad weather the decision as to whether or not to send a pupil to school, however, must be at the discretion of the parents, taking into account factors such as local road conditions and the availability of child-care. In event of bad weather, parents should check whether the school is open before travelling to the site.

Staff will always make every reasonable effort to undertake the journey to school. It is appreciated that the journey may take longer than normal and therefore some staff may not be able to arrive before the normal start of the school day. It may also be necessary to ask all children to bring packed lunches if the kitchen staff are unable to reach school safely.

Informing of a closure

If the school is to close then the school will try to inform parents, children and staff through the following methods

1. Parentmail email and text
2. Notification on the school website www.gusfordprimary.net or www.gusford.suffolk.sch.uk
3. Informing the local radio station Town FM (102FM)

If the school is closed, we will try and make a decision as early as possible, and will intend to reopen as soon as we can.

Extreme Weather during the day

If the school does open, but extreme weather develops during the day, we will aim to remain open until the end of the normal school day at 3.15pm. However this is not always possible when roads are becoming treacherous. In which case parents will be contacted via Parentmail and asked to collect their children as soon as possible. Under these conditions we will take verbal permission for their child/children to be collected by a nominated adult. Normal lessons may be curtailed and the remaining pupils assembled in groups under the supervision of authorised members of staff to awaiting collection.