

Waterfield Primary School



Adverse Weather Conditions Policy

Date	Revision	Signature
December 2017	December 2020	Headteacher

Adverse Weather Conditions Policy

1.0 Introduction

1.1 The school will make every effort to remain open whenever possible.

1.2 The decision to close the school 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 to travel.

2.0 In the Event of Heavy Snow Before the School Day Starts

2.1 Parents

2.1.1 When school closure is a possibility parents should find out whether the school is open by:-

- Checking the West Sussex County Council Emergency School Closure Website www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/emergency-school-closures/ see if Waterfield is on the list of the schools that are closed.
- Listening to Sussex Heart FM (102.4/103.5 FM) or BBC Sussex Radio (104.5, 104.8 and 95.3 FM)

2.1.2 If it is decided that the school will open, but the road conditions are difficult, parents should ring the school to advise that they are likely to be late.

2.1.3 If parents assume that the school is closed, but it is actually open, the absence will be recorded as unauthorised unless the Head Teacher is satisfied that there are exceptional circumstances. (see para. 2.3.2)

2.2 The School

2.2.1 The Head Teacher will decide whether the school will open taking into account the conditions at the school and the ability of staff to get there.

2.2.2 If the Head Teacher decides the school will close he/she will update the school website accordingly, inform WSCC and send a text message to staff and parents advising them of the closure.

2.2.3 The school fully appreciates that in bad weather children may arrive later than usual.

2.2.4 If there are adverse weather conditions in the morning the Head Teacher can allow parents to bring their children into the main hall to wait for school to begin at 8.50am. Whilst waiting in the hall all parents must supervise their own children.

2.3 Exceptional Circumstances

2.3.1 The School recognises that there may be cases where families are “cut off” due to particular difficulties in the area in which they live.

2.3.2 In such cases parents should advise the Head Teacher of their particular circumstances so he/she can justify to the Local Authority why the absence should be authorised.

2.3.4 It is recognised that adverse weather conditions will, at times, make travel to and from work difficult. However, employees are expected to make all reasonable efforts to reach their workplace. In the event of closure, staff will be informed by text, and will receive daily updates, being notified directly by text when school is to reopen.

3.0 In the event of heavy snowfall during the school day

3.1 If there is heavy snowfall during the school day the Head Teacher will decide whether it is necessary to close the school.

3.2 The Office will contact parents and ask that they pick their child/children up from school as soon as possible.

3.3 Staff that live furthest from the school will be permitted to leave at the earliest opportunity.

3.4 A skeleton staff will remain in school until all of the children have been collected.

3.5 If a parent rings requesting they pick their child up early due to the weather, and the decision has not been made to close the school, these requests will be considered on an individual basis by the Head Teacher.