

Hoylandswaine Primary School

Severe Weather Policy

INTRODUCTION

The purpose of the document is to:

- Ensure the safety and wellbeing of all pupils and employees should a school have to deal with severe, inclement weather; and
- Ensure that all employees and parents are clear about their roles and responsibilities in the event of severe weather or school closures.

Inclement weather can be defined as snow, ice, and fog, which render journeys extremely hazardous.

Extremely hazardous includes those conditions in which the appropriate authorities advise people not to make unnecessary journeys or indeed travel at all.

The decision to close a school unexpectedly is not taken lightly; it is a decision which will be made by the school (Head Teacher). In all cases we will seek to avoid a school closure unless it is absolutely necessary.

The School aim is to maintain a service to parents and pupils for as long as is reasonably practical. However the interest and safety of children and staff are paramount under these circumstances.

PROCEDURES

As the headteacher does not live locally, she will contact the caretaker who does live locally. He will make an assessment of the ability of the school to open.

If a decision to close the school has been made the Head Teacher will:

- Inform www.emergencyclosures@barnsley.gov.uk and the Chair of Governors will be notified
- A text is sent to the parents by the office manager
- The school website (<http://hoylandswaineprimary.co.uk/>) will be regularly updated with news of school closures by the office assistant
- The school closure will be posted on the Dearne FM website; <http://www.dearnefm.co.uk/news/school-closures/>

If the closure lasts longer than 1 day the school web site will be updated

RESPONSIBILITIES;

PARENTS

Keep school informed of any changes in mobile telephone numbers

Check the school and council web sites daily in times of inclement weather

STAFF

Keep school informed of any changes in mobile telephone numbers

Check the school and council websites daily

HEAD TEACHER

To keep the Local Authority fully informed

To keep Parents and Staff fully informed

To keep the Chair of Governors informed

FULL OR PARTIAL RE-OPENING; RESPONSIBILITIES;

HEAD TEACHER

Risk Assessment carried out to ascertain whether it is safe for staff and pupils to return to school which would include:

- Heating system working
- Ensure pathways have been prioritised and cleared
- Car parking facilities
- Risk of slipping on floors inside school
- Staffing levels
- Identify which members staff live close enough to the school and should be able to make it in
- Identify/prioritise which classes/year groups you will be able to keep operational if a full return is not possible

- Consider the possibility of opening later and closing earlier
- Consider advising staff/pupils to wear sensible clothing and footwear – include on messages website
- If severe weather begins after the school day has started, an early closure may be considered and parents will be notified as soon as possible

Caretaker

- Check heating system regularly
- Check stocks of rock salt
- Check that matting located in entrance areas is suitable and in good condition to minimise the risk of slipping
- Ensure you have suitable equipment to clear away snow/ice to create safe pathways in and out of the school building
- Ensure that these pathways are maintained

L.Cole

September 2014