



FRIEZLAND PRIMARY SCHOOL

# Snow / Extreme Weather Policy

Date written / reviewed	September 2017
Date of next review	September 2020
Headteacher	
Chair of Governors	



## Friezland Primary School Snow Policy and Procedures

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

The decision as to whether or not to send a pupil to school must be at the discretion of the parents, taking into account factors such as distance to travel, transport availability and local road conditions.

Members of staff are asked to make every effort to get to school although again, in severe conditions, they must make a judgement about the safety of travelling. They may also have to take into account child care issues if their child's nursery / school is closed.

### In the event of heavy snow:

- School will send a text message via **Teachers to Parents** as soon as a risk assessment has been carried out (in most cases by 7:45am) to confirm whether school will be open or not and to advise on the condition of Church Road and High Grove Road. However, parents are responsible for the safe journey of their own family. We suggest *Park and Stride* when local roads are icy.
- The risk assessment's main factors are based on: whether the Senior Leadership Team, caretaker and kitchen staff can get into school, staff numbers, ratio of staff to pupils and whether safety standards can be maintained.
- If the decision made is that it is safest to close school, the Head teacher will liaise with the Chair of Governors and inform the Local Authority (VIP Suite) and staff as well as Key 103.
- Parents and staff are asked to think carefully about parking, taking extra care and consideration for other road users and pedestrians.
- School will provide text updates at appropriate times throughout the day should the weather worsen.
- If snow continues to fall, school will inform parents that an early pick-up may be permissible if parents feel it would be safer to collect children earlier. All children leaving before the end of the normal school day (3:20pm) must be signed out.
- It may be necessary to cancel any after school activities or clubs and this may include FROSTIES. Parents will be notified of this as soon as a decision is made.
- It is very important that school always has up to date contact information for parents/carers.
- Only in extreme conditions will parents be asked to pick up early.
- At least two members of staff will always remain on site until the last child has been collected.
- Children will only be handed over to their own parents or identified adult – it may be useful to inform school in advance of an authorised person and provide them with the two-word pass-code.
- School will endeavour to proceed with a normal timetable. However, if the number of teaching staff or pupils is deemed too small, an alternative programme of events will be organised; this will inevitably include a longer break time in which to enjoy the snow (if it is safe to do so).
- Children should always be provided with a warm outdoor coat, gloves, hat and boots or wellies. Without appropriate clothing, children will not be allowed outside.

- When ice or snow hampers movement around school, in order to minimise the risk of injury to staff, pupils and parents, the caretaker will make a decision about which path to open and provide signage. It may be safer to leave the High Grove Road gates shut. Users should always stick to the gritted paths for their own safety.
- Families, staff and visitors should always be aware of the potential of snow falling from the roof.
- Prior to pupils being allowed to play outside, staff will remind them where to play and how to play safely.
- On days when the playground is covered in snow, children not attending breakfast club will come straight into school without having to wait for the 8:45am bell to ring.
- If school is closed, parents will be updated on a daily basis.

**All decisions will be made based on the safety of pupils and staff and we thank all concerned for their patience, co-operation and understanding.**