

## Fylingdales C of E VC Primary School

### POLICY FOR SNOW/SEVERE WEATHER CONDITIONS/EMERGENCY CLOSURE

#### Aims

- We aim to make a clear statement to parents, pupils and staff in order that the correct procedures are followed when severe weather conditions occur.
- We also aim to ensure that no pupil or member of staff is in danger due to severe weather conditions.

#### Procedure

- Mrs C Barber (or a Teacher in Charge) will make a decision as to whether the school will be open by at least 7:30 am and will contact staff first.

#### If the school is to close:

- Taxi services will be informed
- NYCC will be informed
- Local radio will be informed
- A text message will be sent to all staff and parents
- A message will be put on the school website.

#### If the school is open:

The caretaker is responsible for gritting as follows:-

1. The main entrance path from gate to front door, including any steps – Priority one
2. The main entrance path to reception classroom – Priority two

Snow should be cleared first and then paths should be gritted. Grit can be found in the boiler room and shovel and gloves are provided. Staff are advised to use the plasticised gloves to scatter gravel from the shovel.

#### Outdoor Procedures:

- Children should not be allowed outside to play unless the playground has been deemed safe to use.
- Children must be reminded of the no snowball rule and must wear suitable clothing and footwear.
- Exit and egress points must have been cleared and gritted prior to the children using them.

#### For children travelling to School by NYCC Transport

In the event of heavy snow or severe weather during the night, it is the responsibility of the taxi company to ascertain whether or not it is safe for them to transport children to school.

If taxis do not arrive due to bad weather and parents decide to transport children in their own vehicles, this must be at their own risk, and it is essential that they telephone school first to check that a member of the teaching staff is present and that the school has not been closed due to severe weather conditions.

Parents should be aware that if school is open but transport is cancelled in the morning due to bad weather, the cancellation may remain for the whole day. So if they bring their children to school, they may have to make arrangements to collect them at the end of the school day.

Parents should therefore check with the relevant transport company to clarify the end of day arrangements.

All children:

- Under no circumstances must parents leave children on the school premises unless they have checked that a member of the teaching staff is in school.
- If during the school day the weather appears to be deteriorating and there is the possibility of any risk to either children or staff travelling home by car or school transport, parents will be informed immediately and asked to collect their child.

This policy will be reviewed annually.

The policy was last reviewed: November 2015.