

**Hintlesham and Chattisham Church of England
Primary School**



Adverse Weather Policy

Signature of Headteacher	
Approved by	Hintlesham and Chattisham CE Primary
The Local Governing Body	
Signature of Chair of Governors	
Date approved	September 2019
Review date	September 2022

Adverse weather Policy

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 too dangerous for children and their families to access.
3. Conditions are considered to be or are anticipated to later become too hazardous for travel.
4. All the Primary Schools in the Hadleigh Pyramid have communicated their intentions with each other and have decided to close.

If the school is to close:

Every effort will be made to communicate with parents via Parentmail by the office staff or the Leadership of the school (Appendix 1 outlines the staff able to and responsible for this). The school will make every effort to keep parents informed during the period of adverse weather conditions. Parents should check the website and/or make themselves aware of the radio broadcasts on Radio Suffolk when it is clear that a closure is a possibility.

The closure will be added to the school website as soon as practicably possible by a member of staff – see Appendix 1

The closure will be recorded on the Suffolk County Council School's Website.
<http://schoolclosures.suffolk.gov.uk>

The school appreciates that during bad weather children may arrive later than normal; parents should endeavour to contact the school to let them know they are on their way if likely to be delayed. The school recognises there will be isolated instances where families are cut off. In such instances parents should inform the school of the circumstances of this exceptional situation.

Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of, the circumstances that prevents the child coming into school will have their child's absence registered as an un-authorized absence.

Where the school is officially closed, all absence is counted as authorised absence.

In the event of the school having to close during the day due to adverse weather or similar unforeseen circumstances, parents will be contacted by text, Parentmail or by phone and asked to collect their child (ren). Such an early release will only be contemplated in very extreme circumstances.

In the event of snow, some pathways will be cleared and salted. Parents, children and visitors will be made aware that pathways, even where cleared, do remain dangerous. Before and after school opening hours parents are responsible for ensuring their children do not slide on the school playground or surrounding paths, or at any time, to throw snowballs, as these can be dangerous for anyone who is hit, or moves suddenly to avoid them. In icy conditions the school will aim to create a salted pathway from the main gate to the main entrance.

In the Head Teacher's absence a Senior Member of Staff will assume responsibility for making all decisions relating to the Adverse Weather Policy.

Appendix 1: