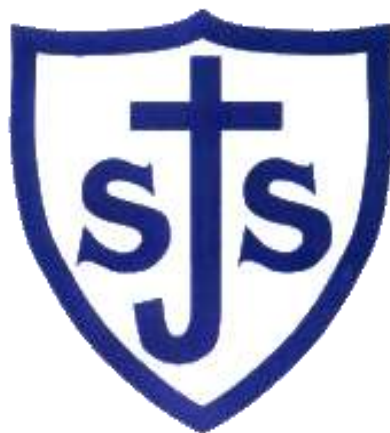


**ST JOSEPH'S CATHOLIC PRIMARY SCHOOL
CRAYFORD**



ADVERSE WEATHER PROCEDURES

Learning and growing together with Christ

Updated:	Autumn 2024
To be Reviewed:	Autumn 2027
Approved by:	Curriculum Committee

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Aim

It is the intention of Governors and Leaders at St Joseph's Catholic Primary School to make every reasonable effort to remain open whenever possible.

Decision Making

The decision to close the school either before or during the school day will be made by the Executive Head Teacher in consultation with the Head of School. This decision will be communicated to the Chair of Governors on the same day.

Reasons for Closure

The school will only be closed if one or more of the following apply:

- Insufficient staff are able to come in to keep the school running safely
- Conditions on site are dangerous or health and safety cannot be maintained
- Conditions are considered to be or are anticipated to later become too hazardous for travel.

Staff

Staff are expected to attend for work at school, even if the school is closed to children, as long as it is safe for them to make their way there. Their work in school will be agreed by the senior management team. Where adverse weather conditions cause staff delays or difficulties in travelling to work, they should take all reasonable steps to make their way to school as soon as they possibly can, taking into account their personal safety. If staff are unable to get into work, they should telephone the Head of School or Assistant Headteacher at the earliest possible opportunity to explain the situation and agree what to do. If staff are unable to travel to work, it is expected that they work from home using the school's IT infrastructure, particularly Google Classrooms.

Communication of Decision to Close

The school will use a range of methods to communicate the decision to close, so that as many members of the school community are informed as quickly and accurately as possible. These methods will be:

- Email from the school's MIS to all contacts.
- Text from the school's MIS to all first contacts (usually parents).
- Message on school website.
- Update of school status on the Opencheck website.

Weather Deterioration throughout the Day

In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances, parents will be contacted by phone either at home or work and asked to collect their child. Such an early release will only be contemplated in extreme circumstances. Staff who are likely to face particular difficulties in getting home may have to leave work early, taking into account their personal safety. This decision will be taken in collaboration with the Head of School. Minimum cover arrangements in school will be provided by employees who do not have a particularly long or difficult journey home to ensure staffing ratios are maintained for the safety of the children.

On-site Safety

In the event of snow some pathways will be cleared and salted. Parents, children, staff and visitors should be aware that pathways, even where cleared, may remain dangerous. In icy conditions the premises staff will salt wide pathways so that children and staff can access the main building by at least one clear route. Where necessary, essential pathways will be maintained as clear as possible throughout the day. The car park will not necessarily be cleared of ice and snow and staff should be aware that due care must be taken at all times. During adverse weather conditions, parts of the playgrounds and Early Years outdoor provision, including the reception outdoor area, may be restricted by use of the children. This will be risk assessed by the supervising staff, premises staff and/or Head of School and access reduced or suspended if they are deemed unsafe.

In the Head of School's absence the Senior Teacher on site will assume responsibility for making all decisions relating to the Adverse Weather Procedure.