

# The Good Shepherd Catholic Primary School



*Following Jesus,  
The Good Shepherd,  
in all we say and do*

## **Adverse Weather Policy 2024 - 2025**



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## **1.0 Introduction**

- 1.1 The school will make every effort to remain open whenever possible.
- 1.2 The decision to close the school 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 dangerous.
  3. Conditions are considered to be or are anticipated to later become too hazardous to travel.
- 1.3 In the absence of the Head Teacher decisions regarding opening and closure will be made by the Deputy Head Teacher.
- 1.4 The School Maintenance Technician will continue to monitor weather and site conditions and report back to the Head teacher/Deputy Head teacher to assist with decision making.
- 1.5 The School Maintenance Technician or keyholder opening up will make their daily checks and if necessary take precautions on site to prevent slips and trips e.g. gritting, closing areas off.
- 1.6 The School Office Manager and Administrator will assist the Head Teacher in communicating messages to the school community.

## **2.0 In the Event of Heavy Snow Before the School Day Starts**

### **2.1 Parents**

- 2.1.1 If it is decided that the school will open, but the road conditions are difficult, parents should ring/e-mail the school to advise that they are likely to be late.
- 2.1.2 If parents assume that the school is closed, but it is actually open, the absence will be recorded as unauthorised unless the Head Teacher is satisfied that there are exceptional circumstances. (see para. 2.3.2)

### **2.2 The School**

- 2.2.1 The Head Teacher will decide whether the school will open taking into account the conditions at the school and the ability of staff to get there.
- 2.2.2 If the Head Teacher decides the school will close they will send a text message to staff and parents advising them of the closure. School will also post messages regarding



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the closure on the school social media pages and the school website. The School fully appreciates that in bad weather children may arrive later than usual.

- 2.2.3 If there are adverse weather conditions in the morning the Head Teacher can allow parents to bring their children into the main hall to wait for school to begin at 8.50am. **Whilst waiting in the hall all parents must supervise their own children.**

### **2.3 Exceptional Circumstances**

- 2.3.1 The School recognises that there may be cases where families are "cut off" due to particular difficulties in the area in which they live.
- 2.3.2 In such cases parents should advise the Head Teacher of their particular circumstances so they can justify to the Local Authority why the absence should be authorised.

### **3.0 In the event of heavy snowfall during the school day**

- 3.1 If there is heavy snowfall during the school day the Head Teacher will decide whether it is necessary to close the school.
- 3.2 The Office will contact parents by text and, if necessary telephone, and ask that they pick their child/children up from school as soon as possible.
- 3.3 The Staff that live furthest from the school will be permitted to leave at the earliest opportunity.
- 3.4 A skeleton staff will remain in school until all of the children have been collected.
- 3.5 If a parent rings requesting they pick their child up early due to the weather, and the decision has not been made to close the school, the Head Teacher will decide how the absence will be recorded.

### **4.0 Wet Morning Breaks**

- 4.1 The Head Teacher will decide if the weather is bad enough for a 'wet' break.
- 4.2 **If a wet break is declared no children must be left unsupervised.** One member of staff (Teacher or Teaching Assistant) should remain in the classroom to supervise break with all children remaining in their own classes.
- 4.3 Members of staff who stay in the classroom during the 'wet break can take a break once lessons have resumed.



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**5.0 Wet Lunchtimes**

**5.1** The Head Teacher will decide if the weather is bad enough for a 'wet' lunchtime.

**5.2** **If a 'wet' lunchtime is declared the Lunchtime Supervisors will supervise the children with the support of other school staff if necessary. No children must be left unsupervised.**

**6.0 Equality & Disability Access Implications**

If there were to be any child in school with a disability or mobility impairment consideration will be given to their specific needs and any potential impact of the weather conditions on their ability to get to school and/or around the school site.<sup>6</sup>

**7.0 Related Policies**

None.