



John F Kennedy Primary School

Severe Weather Plan

School will assess risk on days when:

- it is considered unsafe to have pupils on site
- access to site is severely restricted for pupils
- staffing issues.

School closure:

- the head teacher will make decision to close by 7.30am
- decision will be communicated to pupils and staff by text alert initially and Local Radio Stations.

Head teacher or School Business Manager will remain on site to ensure supervision and safe return of any pupils who arrive at school, unaware of closure.

Plan:

Every effort will be made to open at 8.50am. If the site cannot be made safe and/or majority of staff unavoidably delayed, a 10.00am start will be announced.

If normal entrances cannot be cleared for school opening, the following areas will be cleared as priority to allow safe access to site:

- main path to School Office (Breakfast Club access through main doors)
- Y6 emergency exits and paths to entrance off Station road
- Y3 emergency exit and path to entrance off Station Road
- Nursery path.

All pupils will be directed (by text) to enter school via these doors, if it has not been possible to clear the main playground and entrances. Staff will escort children to classrooms.

By the end of the school day, middle playground should be clear and normal arrangements would apply. If necessary, an alternative plan will be in place (pupils collected from school hall via Station road exit).

We will endeavour to remain open until 3.20pm whenever possible. * Parents who are concerned about treacherous conditions will be allowed to take pupils home earlier on severe weather days by prior arrangement with the School Office.

HT or SBM to follow normal Crisis Plan procedures for informing LA.

Resources:

- 50 bags of grit have been stockpiled in readiness and supplies will be replenished as soon as possible
- New wheel barrow and shovels to spread grit

- list of local contractors (snow ploughs) available via LA
- Biddick Sports College have purchased snow plough and this will be made available
- snow shovels purchased.

Staffing:

- all staff are aware that it is an expectation that they make every effort to attend work including using alternative transport
- staff are aware that the school car park may not be accessible
- staff to keep Head teacher informed of any delay in getting to work
- Breakfast and After School Club will remain open whenever possible, however there may be days when school is open but risks are considered too great to offer wrap around care
- School will follow current HR advice when staff are unable to attend because of severe weather.

October 2015