



Bisley C of E Primary School Policy for Adverse Weather Conditions

It is the policy of the school to make every effort to remain open whenever possible.

School Closure

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 dangerous
3. Conditions are considered to be or are anticipated to later become too hazardous for travel.

If the school is to close:

1. An announcement will be immediately posted on the school website by 7.00 am. The closure will be recorded on the Surrey County Council Website by the Head Teacher. www.surreycc.gov.uk/schools The media (BBC Southern Counties 95.0 – 95.3 FM and Eagles 96.4 FM) radio stations.
2. Parents will be contacted by email and text.
3. All absence will be counted as authorised absence.

The school will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents. However we do ask parents to check the website and/or make themselves aware of the radio broadcasts when it is clear that a closure is a possibility.

Adverse weather opening plan

If the school is to open during adverse weather conditions we would ask parents to be aware that we would be unlikely to offer what your child would consider a 'normal' school day. This is because a number of our staff live a considerable distance from the school site and may not be able to get to the school site.

If the weather is considered to be adverse, the following plan for the day will be put into operation:

Arrival: There will be an increased arrival/registration time to help alleviate congestion. Children are welcome to arrive anytime between 8.40am-10.15am. Where possible the Guildford Road gate will be open for people travelling by foot.

Collection: There will be an increased collection time to help alleviate congestion. Children are welcome to arrive anytime between 1.30pm-3.15pm. Where possible the Guildford Road gate will be open for people travelling by foot.

School lunches: The kitchen will only be able to provide jacket potatoes, which your child is welcome to have or you can send them in with a packed lunch.

Snow: If it is snowing we will give the children the opportunity to go out and play and experience the snow with their friends. The children will **only** be able to go out if they have suitable footwear and a complete change of clothes including socks and underwear. We suggest that you send in wellies and appropriate coat, hat and gloves etc. If you DO NOT want your child to go out in the snow please inform a member of staff.

Families unable to get to school: The school recognises that there will be instances where, although other children maybe able to get to school, some families maybe cut off or parents/carers may feel it is unsafe to take their children to school. During adverse weather our priority is to keep the children safe and we respect parent's decisions not to bring their children in. If a parent/carer takes the decision not to bring their child in then it is imperative that they phone the school and report their child's absence in the usual way in order to ensure that the absence is authorised.

Early collection announced on 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 email or text and asked to collect their child/ren. Parents who are unable to collect their children early in adverse weather should inform the school as soon as possible following the early closure announcement. All Children who are unable to be collected before the end of the school day will be supervised by school staff until collection by a parent or carer is available. Children will not be allowed to walk home early unaccompanied. Such an early release will only be contemplated in very extreme circumstances.

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

Approved by Governors
For review in September 2017