

School Closure Arrangements in case of Adverse Weather February 2018

We will always do everything we can to remain open during snowy weather; however the safety and well-being of our children and staff are of utmost importance to us and any decision to close the school will be taken after we have considered the following:

- Are there are enough staff members, including a qualified first aider? We may decide to open later to allow more time for staff and children to make their way into school safely.
- Are the school grounds sufficiently clear of snow/ice to be safe for access?
- Do we need to ask parents to provide their child with a packed lunch, as the kitchen may not be operational?



Snowfall overnight

If there is heavy snowfall overnight we will need to decide whether it is safe to open the school. We will do everything possible to make our decision by 7:00am. A text message will be sent to all parents informing them of our decision. The school website www.st-josephs.brighton-hove.sch.uk will be updated from 7am.

If we decide not to open, we will aim to notify the following radio stations: Heart FM, Juice and BBC Southern Counties Radio. However, please be aware that the school website and text system will be the initial announcement.

Snowfall during the school day

If there is heavy snowfall during the school day, we will endeavour to keep the children in school until they are picked up at the end of the day. Members of school staff who live in vulnerable geographical areas will be invited to go home at the safest opportunity.

If we have to close early, no child will be allowed to go home alone. All children must be collected even if they usually go home unaccompanied. This does not apply if we stay open and children go home at the normal time.

If you are collecting someone else's child please bring proof, such as a signed note or a text message, that you have permission from their parent or we will have to contact them to confirm arrangements. Please ensure that the class teacher or person in charge of your child is informed if you take your child home from school early so that we can mark our registers and be sure which children have left the school.

Planning ahead

Please have the school phone number with you at all times. Please check the school website for regular updates. Please ensure that we have **up to date contact details** where you can be reached, and particularly a mobile number for texts.



Thank you.

Fran Morrison
Headteacher