



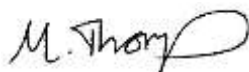
Pennine Academies Yorkshire

Adverse Weather Policy

POLICY HISTORY

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Approved by (signature):



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KEY AMENDMENTS TO THIS POLICY

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1. STATEMENT OF INTENT

It is the aim of Clayton Village Primary School to ensure the school remains open during adverse weather conditions, when practically possible, providing that this can be done in a safe manner.

The purpose of this policy is to:

- Make the appropriate procedures clear, in relation to operating the school during adverse weather conditions.
- Make clear the grounds for a school closure due to adverse weather conditions.
- Advise and inform staff and parents of the systems and procedures in place in the event of a school closure due to adverse weather conditions.

2. LEGAL FRAMEWORK

This policy has due regard to all relevant legislation and guidance including, but not limited to, the following:

- [Health and Safety at Work etc. Act 1974](#)
- [The Management of Health and Safety at Work Regulations 1999](#)
- [The Education \(School Premises\) Regulations 1999](#)
- [Department of Health and Social Care, NHS England and UK Health Security Agency \(2022\) 'Looking after children and those in early years settings during heatwaves: for teachers and professionals'](#).
- [Hot weather and health: guidance and advice](#)

This policy operates in conjunction with the following school policies:

- First Aid Policy
- Health and Safety Policy
- Safeguarding and Child Protection Policy
- Supporting Pupils with Medical Needs Policy
- Behaviour/Relationships Policy
- Uniform Policy

3. ROLES & RESPONSIBILITIES

The headteacher is responsible for:

- Deciding whether the school will close due to adverse weather.
- Informing parents and staff of any closure.
- Deciding whether pupils should be kept indoors during break times and reporting this decision to staff at the earliest opportunity.
- Ensuring the school is fully stocked with snow clearing equipment.
- Ensuring the school has an adequate supply of rock salt.
- Ensuring classroom temperatures are maintained at an appropriate level.
- Ensuring that staff model good practice in terms of sun safety.
- Ensuring that staff understand the precautions for pupils in terms of sun safety.
- Ensuring staff have received appropriate training and guidance on the stipulations in this policy, and ensuring staff act in accordance with this policy.
- Reviewing this policy on an annual basis.

The site manager/caretaker is responsible for:

- Completing a risk assessment that covers adverse weather and gritting.
- Ensuring gritting is carried out in line with the procedures outlined in this policy.
- Ensuring all equipment is maintained and stored properly, notifying the headteacher of any damages.

Staff members are responsible for:

- Adhering to the requirements of this policy.
- Reporting any concerns relevant to this policy to the headteacher.
- The safety of pupils, colleagues and themselves.
- Wearing appropriate footwear and clothing during periods of adverse weather.
- Liaising with one another before the end of the day to discuss an exit plan for pupils, this includes escorting younger pupils to the entrance to be collected by their parents.
- Modelling good practice in terms of sun safety.
- Encouraging pupils to stay appropriately hydrated.

Parents are responsible for:

- Only using the designated and cleared areas whilst on the school premises.
- Collecting their children when the school needs to close.
- Keeping all their contact information up-to-date.
- Ensuring they and their children wear the appropriate footwear and clothing for adverse weather.

Pupils are responsible for:

- Following the School Uniform Policy.
- Following the instructions and guidance of staff during adverse weather.
- Attending school prepared for adverse weather conditions.
- Following the Behaviour Policy at all times.

4. AIMS

Severe weather is classified as weather conditions which have an impact on service delivery. The weather may be heavy snow, black ice, fog, floods or strong winds. In the event of disruption caused by severe weather the prime concern of the school will always be the safety of the pupils and staff. The decision to close the school will take account of the safety of all our pupils and staff, some of whom travel a great distance to school each day. We will always endeavor to open the school in the event of bad weather, as long as it is safe to do so.

Headteachers, in conjunction with the CEO, are authorised to make an emergency closure when the state of the weather or any other exceptional circumstance would put the health, safety or welfare of pupils and/ or staff at risk. 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 become too hazardous for travel later in the day.

If the school is to close in the morning:

- A school app notification/text message will be sent out to all parents/carers
- The closure will be recorded on the front screen on the school's website
- Staff who are able to get into school to answer any queries
- Staff will be posted (where possible and safely) outside school to inform parents/ carers as they arrive at school

In the event of the school having to close during the day, parents will be contacted via text message or telephone, using the numbers provided on the emergency contacts list, and asked to collect their child from the school as soon as possible.

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 headteacher. 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 pupils.

A closure of the school during the day and an early release of staff will only be considered in extreme circumstances.

5. SCHOOL CLOSURE DURING THE SCHOOL DAY

The safety and well-being of pupils is paramount. Safe and speedy dismissal of pupils in the event of an emergency closure depends on the school and parents/carers working in partnership.

6. PARENT/CARER RESPONSIBILITIES

It is the responsibility of parents/carers to ensure that school has up to date emergency contact details.

Parents are expected to check the website, the school app and text messages when the weather is extreme and it is clear that a closure is a possibility.

The school appreciates that during bad weather children may arrive later than normal; parents should endeavor to contact the school to let them know they are on their way if likely to be delayed.

Staff will always make every reasonable effort to undertake the journey to school. It is appreciated that the journey may take longer than normal and therefore some staff may not be able to arrive before the normal start of the school day.

Where the school is officially closed, all absence is counted as authorised absence.

Parents acting on the assumption that the school would be closed, without gaining confirmation, or failing to inform the school of the circumstances that prevent the child coming into school, risk their child's absence being registered as an unauthorised absence.

During periods of adverse weather conditions, staff members are expected to make all reasonable efforts to attend work and are encouraged to liaise with the headteacher to discuss difficulties attending work due to adverse weather.

The school understands that, whilst staff members are expected to make all reasonable efforts to attend work, it is essential to minimise personal risk. It is therefore at the discretion of staff members as to whether they are able to attend work in adverse weather conditions.

In order to comply with health and safety regulations, different age groups may be brought together to be taught under the supervision of the available teachers and support staff:

- No maximum class size limits are set out.
- A limit of 30 pupils per class will apply if the majority of children will reach the age of five, six or seven in that school year.

The school will continue to strive to provide high-quality education in the given circumstances.

If the weather forecast gets worse, then the Headteacher may make the decision to close school early and ask for parents/carers to collect children before the end of the day- this is to alleviate the amount of parents/carers coming up the lane at the same time in bad weathers and to ensure most pupils are home before the bad weather sets in.

7. HEATWAVES

The school is committed to ensuring the welfare and wellbeing of pupils. To minimise the risk of ill health during adverse temperatures, the school will:

- Encourage staff and pupils to keep as much of their skin as possible covered up during the Summer months and wearing appropriate clothing during the Winter months.
- Encourage staff and pupils to use sunscreen of at least sun protection factor (SPF) 15 with UVA protection on any part of the body that they cannot cover up during the Summer months.
- Encourage staff and pupils to take their breaks in the shade, if possible, rather than staying out in the sun.
- Reschedule work/outdoor lessons according to the outdoor temperature.
- Situate water points and rest areas in the shade during hot temperatures.
- Encourage staff and pupils to carry an inhaler at all times if needed.

- Encourage staff and pupils to maintain good hand hygiene.
- Encourage staff and pupils to stay hydrated.

Relevant staff members will be made aware of how to recognise the signs that a pupil may be suffering from ill health due to adverse weather conditions.

Where a pupil is suffering from heat illness, the following steps will be taken immediately:

Moving the pupil to as cool a room as possible and encouraging them to drink cold water

Cooling the pupil as rapidly as possible, using whatever methods possible, e.g. sponging or spraying the pupil with cool (25 to 30c) water, placing cold packs around the neck and armpits, wrapping the pupil in a cool, wet sheet, using a fan.

Where the pupil does not respond to treatment within 30 minutes, an ambulance will be called.

If the pupil loses consciousness or has a fit, they will be placed in the recovery position and an ambulance called immediately; treatment to cool the pupil will continue until the ambulance arrives.

8. SCHOOL PREMISES

In the event of snow some pathways will be cleared and salted. Parents, children and visitors will be made aware that pathways, even where cleared, do remain dangerous. Children will also be reminded of this in assembly.

Before and after school opening hours parents are responsible for ensuring their children do not slide or throw the snow/ice on the school playground. In icy conditions the caretaker will prioritise key areas that have the highest footfall as directed by the Headteacher.

Areas affected by ice will be covered in grit and/or rock salt. Where necessary, essential pathways will be maintained as clear as possible throughout the day.

On school days where the school is closed to pupils, where possible the above routes will still be maintained during snow and ice weather on a daily basis by the caretaker, so as to keep the pathways clear and prevent buildup of ice and snow.

During adverse weather conditions, the playground may be out of bounds to children at break times.

In the Headteacher's absence the deputy Headteacher/senior teacher on site will assume responsibility for making all decisions relating to the Adverse Weather Policy during the school day in correspondence with the Headteacher.

9. REMOTE LEARNING

School will offer opportunities for remote learning throughout any periods of closure. The school will contact parents with details of how to access such resources.

10. HEALTH AND SAFETY

Staff, visitors and parents have the personal responsibility to express caution and take responsibility for their own health and safety whilst on the school grounds. Staff members must take responsibility for the health and safety of any pupils under their supervision.

If anyone believes that the site is unsafe, it is advised that they inform either the headteacher or site manager/caretaker so the site can be reassessed.

A risk assessment of the site will be conducted by the site manager/caretaker in order to assess any potential hazards due to the weather conditions and the headteacher will be informed of the outcome prior to the start of the school day.

Closing the school is a reasonable decision if pupils or staff are at risk of serious injury due to the weather conditions.

11. EXAM/TEST DISRUPTION

If the school has to close, or if a child misses an exam/test due to adverse weather conditions, the school will make alternative arrangements with the relevant awarding body.

The school takes full responsibility for informing parents and pupils of any agreed changes concerning exams/tests in adverse weather conditions. This includes:

- Using alternative venues.
- Exam/test results being generated by the awarding body, based on other assessments in the same subject.
- The opportunity for the pupil to sit any missed exam/test later in the year.