Adverse Weather Conditions Policy

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 Executive Head Teacher. The school will only be closed if one or more of the following conditions apply.

- 1.2.1 Insufficient staff are able to come in to keep the school running safely.
- 1.2.2 Conditions on site are dangerous.
- 1.2.3 Conditions are considered to be or are anticipated to later become too hazardous to travel.

1.3 In the absence of the Executive Head Teacher decisions regarding opening and closure will be made by the Head of School.

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 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 Executive Head Teacher/Head of School is satisfied that there are exceptional circumstances. (see para. 2.3.2)

2.2 The School

- 2.2.1 The Executive Head Teacher will decide whether the school will open considering the conditions at the school and the ability of staff to get there.
- 2.2.2 If the Executive Head Teacher decides the school will close they will send a text message to staff and message to parents via Arbor advising them of the closure. The school fully appreciates that in bad weather children may arrive later than usual.

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 Executive Head Teacher /Head of School of their particular circumstances so that authorised absence can be considered.

3.0 In the event of heavy snowfall during the school day

3.1 If there is heavy snowfall during the school day the Executive Head Teacher or Head of School

3.2 The Office will contact parents through Arbor and if necessary by telephone. They will ask that

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 Executive Head Teacher/Head of School will decide how the absence will be recorded.

4.0 Equality & Disability Access Implications

4.1 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

September 2026