

ST JAMES' ADVERSE WEATHER CONDITIONS AND SCHOOL CLOSURES FOR STAFF POLICY

This policy has the School's Motto at its heart.

**Faith in action,
Growing together,
Walking in the footsteps of Christ**

St James' RC Primary School is primarily in existence to serve the pupils and families of its community. The school has a duty to ensure that the children are educated for 190 days per year. The school will always put the safety and education of its children at the heart of its decision making when considering a school closure. The school will also consider the safety of its staff and their local problems which may impact upon the overall staffing situation.

THE SCHOOL WILL ALWAYS REMAIN OPEN UNLESS THE HEADTEACHER, OR IN HER ABSENCE, THE DEPUTY HEADTEACHER DECIDES THAT THERE ARE HEALTH AND SAFETY IMPLICATIONS ATTACHED TO REMAINING OPEN.

Staff that live within a three mile radius are expected to walk into school in order to keep it open, unless they consider walking to school is too dangerous.

Decision making process

The Head Teacher, or in her absence, Deputy Head Teacher, will take into consideration:-

- The safety of the school site;
- The number of staff who are able to attend the site;
- Local weather forecasts;
- LA and local school information,
- Travel information;
- What is visible from the school should the weather deteriorate.

Having considered the above, the Head Teacher or in her absence the Deputy Head will then issue a message for the website which must be issued verbatim. There must be no communication made to parents other than that issued or endorsed by the Head Teacher or in her absence the Deputy Head.

Chain of communication

It is vital that there is a chain of communication that is unbroken. Confusion arises when parents receive information that appears to have a slightly different emphasis and that must not happen.

- The Head Teacher or in her absence the Deputy Head releases a statement for the website
- A statement is then authorised by the Head Teacher or in her absence the Deputy Head that can be emailed to parents
- The telephone cascade should only be used if there are emergencies and the Head Teacher or in her absence the Deputy Head will authorise the wording of the cascade.

The links for communication are:-
Head Teacher or in her absence the Deputy Head.

In cases where the weather deteriorates during the day

The school will stay open, including After School Club and Breakfast Club unless the Head Teacher or in her absence the Deputy Head decides it is unsafe to do so. Should the situation become a concern the Head Teacher or in her absence the Deputy Head may issue a statement for parents to take regard of their local circumstances and pick up the children if they wish but the school will emphasise that it remains open and there is no pressure to do so. The school will continue with the curriculum as far as is possible. In exceptional circumstances where staff must leave for safety reasons those who are able to stay will cover the remaining children.

PARENTS MUST NOT BE PRESSURISED INTO COLLECTING THEIR CHILDREN EARLY BECAUSE THIS WILL CAUSE MORE HEALTH AND SAFETY ISSUES.

Lisa Weeks Autumn 2018

Monitoring and Evaluation

This policy will be updated in line with any new developments in the school and/or any new government guidance.

This Policy will be renewed annually.

It was last reviewed in: autumn 2018

It will next be reviewed in: autumn 2021

This statement of policy was approved by the Governing Body at their meeting on:-

Date: _____

Signed:

_____ (Chairperson)

_____ (Head teacher)

St. James' RC Primary School – Adverse Weather Policy – Reviewed Autumn 2018 – To be Reviewed – Autumn 2021

