

RIVERSDALE PRIMARY SCHOOL

Snow Policy

Date:

Review Date:

Signed: _____ (Governor)

Signed: _____ (Headteacher)



RATIONALE

When the local area experiences severe snow or icy conditions, Riversdale Primary School will aim to remain open as long as:

1. The site is safe to access;
2. There are enough staff to safely supervise the children;
3. Meals can be offered (this may include a cold alternative);
4. A member of the Senior Leadership Team is on site.

The decision to close the school can only be taken by the Headteacher, however the school will aim, wherever possible, to stay open to ensure continuity of education. Notification of closure will be through Weduc Messages, Weduc Newsfeed (including Twitter and Facebook integration), and the school website. It is vital that parents read the message themselves rather than rely on a verbal version from others, as arrangements may be very specific and change from day to day.

The senior member of staff on site will organize the staffing allocations irrespective of normal responsibilities. The priorities will be the safe supervision of the children and the continuity of education. Alternatives to closing the school include:

- Late start/early finish;
- Access for a restricted group of pupils.

MANAGING THE SITE

When the site is snowy or icy, a small number of designated access routes will be identified and kept clear and gritted by the Site Manager. Thick snow may not be cleared, as this can be safer than a cleared route that has frozen. Compacted snow will be cleared by shovel and ice will be gritted. Outdoor playtimes will still take place as long as the senior member of staff on site, in consultation with the Site Manager, deems it safe to do so. Pupils will be asked to wear suitable clothes and footwear that complements their school uniform. They should also bring some changes of clothing, including socks. School clubs will be cancelled. On snowy/icy days children should not bring scooters or bikes to school.

PROCEDURES IN THE EVENT OF HEAVY SNOW FALL

The decision to stay open or close the school is made by 7.00. a.m. This will be based on the factors identified above.

Once the decision to close is made, it cannot be reversed, even if weather conditions improve. Please accept our apologies in advance if the decision turns out to be the wrong one, but we have to decide on the basis of the information we have at the time and with enough notice to allow parents to make alternative arrangements.

If the school needs to close, the Headteacher will arrange for the following actions to be taken by 7:30am:

- A Weduc Message announcing the school closure will be sent to all parents/carers
- The Website Emergency Notice will be updated
- School phone messages will be updated

If the school remains open but the snowfall becomes heavier during the day, we will endeavour to stay open until 3:30pm. In the event that this becomes impossible, we will notify parents via Weduc to collect their children.

Parents can pick up children early, but children will need to be "registered" out, with the usual requirements that we are informed by parents themselves if children are to go home with other adults. Children who ordinarily go home on their own must stay at school until home-time, unless otherwise advised by a parent/carers.

Please do not phone school to ask if we are open/closed. This blocks the phone lines and makes it even harder to cope with the complex situation in school.