

# PUSS BANK SCHOOL AND NURSERY



## Adverse Weather Policy

**Reviewed: Autumn 2019**



*Passionate about learning, proud of our achievements*

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## EXAMPLE LETTER SENT OUT WHEN SNOW IS POSSIBLE

Dear Parent/Carer

The weather forecast is now indicating that we could possibly have snow in the next few days and so I have decided to remind you of our *Adverse Weather Policy*. A copy of this policy has been printed overleaf and it is also available on our website.

In the event of snow, we will endeavour to post whether the school is open or closed as early as possible. Please, where possible, check the website rather than telephoning school for information.

If snow has fallen over night and it is decided that school will be open, Out of School Club will not be available until sufficient paths have been cleared. Please refer to the website for the time of opening.

In the event of the playgrounds being covered in snow/ice it will be more difficult for us to have outdoor playtimes, however we believe that it is important that children get outside when possible. We will clear paths from the buildings to the field area so that the children can get out with their teachers, when it is practicable, during the school day. To enable this to happen we will require that children have a change of warm clothes, a pair of wellies, a hat and some gloves. Please ensure that all spare clothes are sent into school in a bag and that they are **clearly named**. We will obviously only take children outside when it is safe to do so and those children who do not have the correct clothing or do not wish to be outside will be properly supervised inside.

Yours truly

Mrs K Nichol  
 Principal



## **Puss Bank School & Nursery**

### **Policy for Adverse Weather Conditions**

It is the policy of the school to make every effort to remain open whenever possible.

Due to localised weather conditions it is not always possible to decide whether schools should be closed across a whole area. The decision to close the school either before or during the school day will be made by the Headteacher or the Deputy Head, in her absence and The Chair of Governors. 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 later become, too hazardous for travel.

If the school is to close:

1. The closure will be recorded on the front page of the school's website. This can be found using [www.pussbank.cheshire.sch.uk](http://www.pussbank.cheshire.sch.uk).
2. The media (Silk FM – 106.9) will broadcast details.
3. Where a decision has been made for the following day, it will be posted on the school website.
4. In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances, parents will be contacted by phone, email, text, or the website using the contact details which are kept in the office, and asked to collect their child.

The school will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents. However, parents are expected to check the website and/or tune into the radio station when it is clear that a closure is a possibility.

### **Authorise/Unauthorised Attendance**

The school appreciates that during bad weather children may arrive later than normal; parents should endeavour to contact the school to let them know they are on their way if likely to be delayed. The school recognises there will be isolated instances where families are cut off, even when the clear majority of children can get into school. In such instances parents should inform the school of the circumstances of this exceptional situation, as the school has a duty to clarify every individual case to formally authorise the absence. Parents acting on an incorrect assumption that the school is closed, without gaining confirmation or failing to inform the school of the circumstances that prevent a child coming to school, risks their child being registered as an un-authorised absence.

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