



Shardlow Primary School

Aspire Achieve Thrive



Adverse Weather Policy

Approved by:	Local Governing Body
Date:	24 Feb 2025
Minute no:	Out of committee
Version:	v2
Review cycle:	Bi-annually



Version Control

Date	Author	Amendments
30.01.2023	KM	New Policy
Feb 2025	KM	V2- renewed policy Reviewed policy with alignment to adverse weather risk assessment Clarified staff responsibilities for gritting and snow clearance. Added safety guidance for staff travel. Included maximum heat thresholds for outdoor activities. Expanded remote learning expectations. Ensured consistency with the risk assessment.

1. Introduction and guiding principles

Shardlow Primary School is committed to ensuring the safety and well-being of pupils, staff, and visitors while maintaining educational continuity where possible. However, in certain adverse weather conditions, it may become unsafe to keep the school open. The Headteacher, in consultation with key staff and the governing body, is authorised to make closure decisions to ensure safety.

This policy outlines the decision-making process, preventative measures, and communication systems in place to manage adverse weather conditions effectively.

2. Preventative Measures

To minimise disruption and ensure preparedness, the school implements the following measures:

Risk assessments	The school has a range of up-to-date risk assessments to identify and minimise risks and to ensure that we operate safely if a decision is made to stay open.
Contact details	All pupils will have the contact details of at least two emergency contacts, with at least one of these being the child's legal parent/carer. These details are updated at least annually and parents are encouraged to inform the school of any changes.
Heating, water and electricity supply	The school ensures heating, water, and electricity supplies are properly maintained. Contingency plans are in place for unexpected service interruptions.
Gritting facilities	Gritting and snow clearance schedules are in place, prioritising key areas such as entrances, walkways, and playgrounds. The site manager is responsible for gritting, assisted by designated staff as needed.
Equipment for weather management	• We maintain sufficient stocks of grit, snow shovels, warning signs, hazard tape, and flood prevention equipment. • Shade structures (e.g., gazebos) and hydration stations are used during heatwaves.

3. Decision-Making Process for School Closure

A school closure may be deemed necessary if one or more of the following apply:

- Conditions on-site are hazardous (e.g., ice-covered walkways, flooding, high winds).
- Insufficient staff are available to ensure safe supervision.
- Forecasts predict worsening conditions, increasing risks later in the day.

3.1 Key Factors Considered:

- Access and safety of routes for pupils, staff, and visitors.
- Weather forecasts, flood warnings, and local authority guidance.
- Availability of staff to cover essential roles (safeguarding, first aid, SEND support).
- Condition of heating, electricity, and water supply.
- Impact on vulnerable pupils, including SEND and those reliant on school meals.

3.2 Roles and Responsibilities

- Headteacher: Leads the risk assessment and makes final closure decisions.
- Assistant Headteacher: Acts as deputy in the Headteacher's absence.
- Site Manager: Responsible for gritting, snow clearance, and site safety inspections.
- Designated Safeguarding Lead (DSL): Ensures safeguarding measures remain effective.
- Governors: Oversee and support policy implementation.

4. Communication of closures

We understand the importance of making decisions on school closure as early as possible in the day to allow parents/carers to make suitable plans and to avoid individuals setting off on an unnecessary journey. However, the decision-making process needs to take into account various factors and may require a visual assessment of the school which will require someone to gain access to the site.

We will endeavour to make a decision by 7:00am on the morning of a closure. However, we request that people understand that sometimes a decision will need to be made after this deadline if additional risks are identified.

To avoid delays, parents are advised not to phone the school unless absolutely necessary.

Parents will be notified by;

- Class Dojo notifications
- School text messaging system
- Local authority school closure page

5. Staff Attendance and Contingency Plans

- Staff are expected to attend unless informed otherwise.
- If travel conditions are unsafe, staff must notify the Headteacher as early as possible.
- The school may reallocate roles or combine classes if staffing levels are reduced.
- Volunteers will only be used if safeguarding checks (DBS) are verified.

6. Extreme Weather Procedures

6.1 Ice & Snow

- Gritting priorities include main entrances, walkways, and playgrounds.
- Outdoor areas may be restricted if deemed unsafe.
- Staff are provided with PPE (e.g., boots, gloves) when clearing snow.

6.2 Extreme Heat

- Outdoor activities will be modified or cancelled when temperatures exceed 30°C.
- Pupils and staff will be encouraged to stay hydrated and seek shade.
- Fans and ventilation measures will be used indoors.

6.3 High Winds & Heavy Rain

- Outdoor activities may be restricted if high winds or storm warnings are issued.
- Large trees and playground structures will be inspected for safety.
- Flood-prone areas will be monitored and cleared as necessary.

7. Partial Closures

- If certain areas of the school are unsafe, a partial closure may be implemented.
- Priority will be given to vulnerable pupils where safe staffing allows.

8. Remote Learning in Case of Closure

- If the school closes, pupils will have access to remote learning.
- Work will be set via Class Dojo and online platforms.
- Alternative learning packs will be provided for pupils without internet access.

9. Extracurricular Activities & On-Site Childcare

- If the school is closed, all after-school clubs and childcare services will also be cancelled.
- Parents will be informed as soon as possible if after-school care needs to close early.

10. Review & Availability of Policy

- This policy will be reviewed every two years or after significant changes.
- It will be approved by the governing body and made available on the school website.
- Paper copies are available upon request.