



SHF Adverse Weather Plan: Parents and Carers

In the event of adverse weather, the safety of our children, their parents and our staff are the determining factors in keeping our school open. School closure will only be considered if the risks to children and staff are greater than the importance of continuity of education.

The ability to travel safely to and from the school will be considered as well as the facilities available in school. If the conditions are such that the roads are blocked by snow and too few staff are available to ensure the correct ratio of adults to children, school closure will be considered.

Other risk factors that will be measured for the consideration of school closure, include adequate heating and running water, and the need to travel safely around the school site.

Senior Leaders and Site staff will keep up-to-date with the weather forecast and will make a decision as early as possible. Two possible scenarios may be put into place:

Scenario 1: Late Start

If conditions are harsh, but the risk assessment deems it safe to open the school, the school will run a late start, allowing as many staff to get to school as possible, with school day beginning an hour later than usual, at **09:45**. Parents will be permitted to collect children half an hour earlier, from **14:45**, allowing safe journeys home in daylight.

If the decision is made to have a late start, to ensure safe staff to pupil ratios, **the office team will notify parents via Arbor** and put a **message on the scrolling bar of the school website**. Parents will be contacted directly by Newton Lang wrap around care provider. The head of the kitchen will let the school know if meals can still be provided or if parents will need to provide packed lunch. The school will aim to have all information communicated to parents by **07:45**.

The site team will clear the steps and the front footpath to the main entrances to enable safe access into the building. Grit will be used. An assessment of the playground will be made with site team and SLT.

After school clubs are likely to be cancelled if there has been heavy snow fall to enable children and families to travel in the safety of daylight. This will be reviewed and communicated during the school day. Newton Lang will contact parents separately.

Scenario 2: Full School Closure

If a decision is made to close the school, **the office team will notify parents via Arbor with instruction of where to find the day's learning** and put a **message on the scrolling bar of the school website**. Parents will be contacted directly by Newton Lang wrap around care provider. The head of the kitchen will let the school know if meals can still be provided or if parents will need to provide packed lunch. The school will aim to have all information communicated to parents by **07:45**.

SLT will review the situation during the day and the office team will contact staff and parents via email, Arbor and website with updates and anticipated plans for the following day.

Staffing

In the event of a late opening, we will ensure each class has a named adult (Teacher or TA) to register the pupils and begin the day.