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| **RIBCHESTER ST WILFRID’S**  **colourlogo**  **CHURCH OF ENGLAND PRIMARY SCHOOL**  **POLICY FOR SNOW AND BAD WEATHER** **September 2014** |

**Ribchester St Wilfrid’s C of E Primary School**

**Snow and Bad Weather Policy**

It is the policy of the school to make every effort to remain open whenever possible. The decision to close the school either before or during the school day will be made by the Head Teacher in consultation with 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.

In the event of disruption caused by heavy snow the prime concern of the school must always be the safety of the pupils and staff.

The decision to close the school will take account of the safety of all our pupils and staff, some of whom travel a great distance to school each day. We will always endeavour to open the school in the event of bad weather, as long as it is safe to do so.

If the school is open in snow or bad weather the decision as to whether or not to send a pupil to school, however, must be at the discretion of the parents, taking into account factors such as local road conditions and the availability of child-care.

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 where 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 the circumstances of each case so as to be able to formally authorise the absence to the Local Authority. Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevents the child coming into school risks their child being registered as an un-authorised absence. Where the school is officially closed, all absence is counted as authorised absence.

In event of bad weather, parents should check whether the school is open before travelling to school.

There are a number of ways to confirm whether the school is open or closed.

* Listen for lists of school closures on local radio.
  + BBC Radio Lancashire 95.2FM, 103.9FM, 104.5FM
  + Rock FM 97.4FM
* Through the Teachers2Parents texting service (please ensure that mobile numbers are up-to-date)
* Check the e-mail address attached to your Teachers2Parents account, as we may be able to update parents through Teachers2Parents.
* On the school website: [www.st-wilfrids-ce12.lancsngfl.ac.uk](http://www.st-wilfrids-ce12.lancsngfl.ac.uk)
* Check the list of school closures on the Lancashire County Council Website.:

[www.lancashire.gov.uk/children-education-families/schools/unexpected-school-closures.aspx](http://www.lancashire.gov.uk/children-education-families/schools/unexpected-school-closures.aspx)

If the school is closed, we will try and make a decision as early as possible, and will intend to reopen as soon as we can.

If the school does open, but extreme weather develops during the day, we will aim to remain open until the end of the normal school day at 3.30pm. However this is not always possible when roads are becoming treacherous. In which case parents will be contacted via Teachers2Parents texting and email service and asked to collect their children as soon as possible. Under these conditions we will take verbal permission for their child/children to be collected by a nominated adult. Normal lessons may be curtailed and the remaining pupils assembled in groups under the supervision of authorised members of staff to await collection.

Staff will always make every reasonable effort to undertake the journey to school. It is appreciated that the journey may take longer than normal and therefore some staff may not be able to arrive before the normal start of the school day. It may also be necessary to ask all children to bring packed lunches if the kitchen staff are unable to reach school safely.