

# **Severe Weather Closure Policy**



## **Severe weather and emergency school closure**

Any decision to close the school as a result of severe weather will be taken in the light of local conditions, an assessment of risk and direct guidance from the Education Department.

The school must always consider the safety of the children, the safety of staff travelling to work and of course, we realise that there is an impact on child care for parents if the school closes.

The decision will be made at 6am if all schools are to close. This decision is made by the Group Director of Education based on reports he receives from the Department for Infrastructure and Transport and Technical Services. This will be communicated through the media; Radio Jersey, Channel 103, the Education Department's Facebook site and on Springfield's Facebook page.

If the conditions in town are not as bad as the rest of the island, it may mean that the Headteacher decides to open the school, this decision will be based on

- The school site being accessible/safe
- Having a caretaker present to keep the roads, paths and steps clear of ice and snow
- Having the correct adult to pupil ratios if we open
- A member of staff on site who can take responsibility for the leadership of the school if the Leadership Team are unable to get to Springfield
- Having first aiders and key staff with identified responsibility for Safeguarding on site

The Headteacher will look at the information passed on from the Group Director, the police and the departments mentioned above. If some schools are open and some are not he/she will make the decision as quickly as they can in the circumstances – talking to key people in the parish to help them assess the risk. During poor weather we want to ensure first and foremost that children, their families and staff travel to and from school safely.

If we do decide to open there will be a thorough risk assessment of all entrances and exits and a decision will be made about which is the safest entrance to use based on the conditions on the day. All staff will be there to support and ensure that we are safe. Parents are asked to follow the directions of the staff at this time as a thorough risk assessment will have been completed.

In extreme circumstances we may shut during the day and then parents will be contacted by text and email to ask that you come to school to pick their child up. This will also be communicated via local media. We will not send any child home alone; we hold information to ensure the school follows the wishes of parents in severe weather closure.

To open the school the head teacher will need at least 6 teachers and 4 support staff. A secretary and a caretaker are required as well as the head teacher or Deputy head teacher for safeguarding. One first aider needs to be on site.