



# Adverse Weather Policy

This policy was approved and adopted by  
the Headteacher  
in December 2023

It will be reviewed in Autumn 2024



## **RATIONALE**

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 Headteacher. The school will only be closed due to adverse weather if one or more of the following conditions apply:

- Insufficient staff are available to keep the school running safely.
- Conditions on site are dangerous
- Temperatures in the school building cannot provide reasonable comfort
- Conditions are considered to be or are anticipated to later become too hazardous for staff to travel

## **PRINCIPLES & PROCEDURES.**

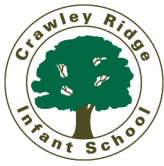
The following procedures will take place if the school is to close.

1. The Headteacher will make the decision and inform the Chair of Governors.
2. The closure will be posted on the Crawley Ridge Infant School website, Facebook page, Twitter/X page and on parents WhatsApp groups.
3. Surrey County Council will be advised.
4. Parents who have registered with the electronic mail scheme (Parentmail) will be alerted to the closure.

The school will make all practicable efforts to keep parents and staff 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 and staff are expected to check the website and make themselves aware when it is clear that a closure is a possibility.

## **Registration and Late arrivals**

The school appreciates that during bad weather children may arrive later than normal and that 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 may send a note to school when the child returns confirming reason for absence).



Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevent the child coming into school risk their child being registered as an unauthorised absence. Where the school is officially closed, all absence is counted as authorised absence.

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 electronic communication or phone either at home or work and asked to collect their child/ren. Such an early release will only be contemplated in very extreme circumstances.

### **Safety on site**

In the event of snow, the caretaker will clear and grit some pathways. Parents, children and visitors should be aware that pathways, even where cleared, do remain dangerous. Before and after school opening hours parents are responsible for ensuring their children do not slide on the school playground.

Where necessary, essential pathways will be maintained as clear as possible throughout the day. On school days when the school is closed to pupils, the pathways will still be maintained during snow and icy weather on a daily basis by the caretaker, so as to keep the pathways clear and prevent the build-up of ice and snow.

### **After-School Clubs and Graitney**

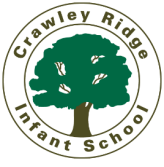
Parents should contact providers of clubs if they have any doubts about the provision of Graitney before/after school Club and private providers of after school clubs. (Contact details are available on the school website.)

### **Decision making/Responsibility**

In the Headteacher's absence the Senior leaders on site will assume responsibility for making all decisions relating to the Adverse Weather.

### **MONITORING EVALUATION & REVIEW**

This policy is reviewed by the Headteacher and teaching staff on a 2-yearly cycle.



**Policy: Adverse Weather**  
Approval date: December 2023  
Review date: Autumn 2025