



SNOW PROCEDURE

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Compiled by: Headmaster

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Overview

This document details the action that Gayhurst will take in the event of snow, which may compromise the school's operation and the safety of all children, staff and parents in getting to and from school and around the school site.

Snow procedures

In the event of snow, the school will make every effort to be open for as normal a teaching day as possible, providing:

- it is safe to do so,
- that the site and local roads are accessible,
- that there are sufficient staff to provide teaching and supervisory cover and
- that some catering provision is possible to provide sustenance to the children.

However, the school does not accept a role as general child-carer when there is severe weather disruption to the extent that normal teaching is not possible.

The accepted procedure for communicating information about snow days, particularly on occasions that the school cannot open, needs to close earlier than normal, is open or that there is a variation to the normal school timetable as a result of severe weather is as follows for staff and parents:

1. A decision as to whether the school will be open is made at the earliest possible time and ideally by 7.00am with consideration of site accessibility, local road conditions and the weather forecast.
2. A text will be sent by Clarion Call to all staff and parents notifying them of the closure or other arrangements. Information will also be posted on to the home page of the website to confirm the arrangements. In so far as possible, effort will be made to man the school office in order to field telephone calls.
3. It would not be possible to alter a decision for any given day, once a decision has been made and communicated.

In the absence of any communication, please assume that the school will be open.