



Be the Best You Can,  
Guided by God

Bolney CEP School

## **Adverse Weather Conditions Policy**

### **Introduction**

- The school will make every effort to remain open whenever possible
- The decision to close the school will be made by the Head teacher. 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 or facilities are unusable*
  3. *Conditions are considered to be or are anticipated to later become too hazardous to travel*

### **In the event of heavy snow before the school day starts:**

#### **Parents**

When school closure is a possibility parents should check WSCC website: [www.westsussex.gov.uk](http://www.westsussex.gov.uk) to see if Bolney is on the list of schools that are closed.

The school website front page will advise parents of a school closure by **7.30am at the latest** on a day by day basis.

The school Bromcom communications system will contact parents by e-mail to let them know of the closure on the day by **7.30am at the latest**.

*\*Please be aware that websites may be slow due to the high demand*

If it is decided that the school will open, but the road conditions are difficult, parents should ring the school to advise they are likely to be late. The school fully appreciates that in bad weather children may arrive later than usual.

If parents assume that the school is closed, but it is actually open, the absence will be recorded as unauthorised unless the Head teacher is satisfied there are exceptional circumstances: for example: the school recognises that there may be cases where families are 'cut off' due to particular difficulties in the area in which they live.

#### **The School**

The Head teacher will decide whether the school will open, taking into account the site conditions at the school and the ability of staff to get there.

If the Head teacher decides the school will close, she will update the WSCC website accordingly, and update the school website. A group WhatsApp message will be sent to all staff members. The Chair of Governors will also be informed of a school closure.

### **In the event of heavy snowfall during the school day:**

The Head teacher will decide whether it is necessary to close the school and the school office will contact parents to ask that they pick their child/children up from school as soon as possible.

The staff members that live furthest from the school will be permitted to leave at the earliest opportunity, but a few more local staff will stay in school until all children have been collected.

If a parent rings to request to pick their child up early due to the weather, and the decision has not been made to close the school, these requests will be considered on an individual basis by the Head teacher.

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