

Snow Policy January 2014

This policy provides guidance to parents and staff on the procedure and action the school will take in the case of extreme weather conditions.

We will always do everything we can to remain open during snowy weather. The safety and well being of our children and staff are of utmost importance to us and any decision to close the school will be taken after we have considered the following:

- are there are enough staff members to be able to provide a proper educational environment ?
- does the school have heating to the legally required temperature across the whole site, lighting and hot water across the whole site ?

We will also take account of local and national weather forecasts and may base our decision to close (or to remain closed during a prolonged snowy spell) on these.

Snowfall overnight

If there is heavy snowfall overnight we will need to decide whether it is safe to open the school. We will do everything possible to make our decision as early as possible. If we decide not to open, we will immediately contact parents by email and text using the Parentmail system.

The answerphone at the school will be updated with a message.

We will also notify the Local Education Authority who will confirm this information on the front page of the West Sussex website <http://wsgfl.westsussex.gov.uk>

We will also put a message on the school website www.st-giles.w-sussex.sch.uk

However, please be aware that if the snow is affecting the whole of the UK and many other schools are also closed this can cause a delay on the Internet network.

We will also contact the following radio stations, which broadcast school closures on air:

BBC Sussex

Heart Sussex

Bright FM

Snowfall during the school day

If there is heavy snowfall during the school day and it is necessary to close the school early we will contact Parents by text and email through the Parentmail to request that they collect their children.

Older pupils will not be allowed to walk home on their own unless we have received permission from parents and confirmation that somebody will be at home to receive them.

Grounds safety in snow

In the event of heavy snowfall we will try to ensure a clear pathway into the school.

We understand the enjoyment that snow brings and believe that children should have the opportunity to play outside during snowy conditions as long as safety guidelines are followed. A decision will be made once a risk assessment of the playground has been made. Please ensure that children are dressed warmly with Wellington boots.