



Policy for Severe Weather: Snow and Ice

This document contains the procedure that will be followed in the event of severe snow or ice.

Headteacher's Responsibilities

- Checking weather forecasts in order to pre-empt any issues around staff and pupil safety, or the potential closure of the school.
- Liaising with staff who live in the village in the event of extreme overnight weather, e.g. snow.
- Checking the condition of the cleared paths at regular intervals during the day.
- Checking that the control measures put in place are appropriate and being carried out.
- Instigating the procedure for informing staff if school is to be closed for reasons of safety.
- Informing parents of school closure by text message.
- Notifying the Chair of Governors of any decision to close the school.
- Informing the local authority of any decision to close the school.
- Informing local radio stations of any decision to close the school: Radio Lancashire (95.5FM/103.9 FM, DAB) and 2BR (99.8 FM).
- If a decision is taken to close the school early for reasons of safety, ensuring that parents are informed promptly via text message.
- If a decision is taken to close the school early for reasons of safety, ensuring that sufficient staff remain on site to supervise pupils until all have been collected.

Site Supervisor's Responsibilities

- Checking the weather forecast to make decisions about precautionary gritting prior to icy conditions.
- Ensuring that the main path into and around school is cleared and gritted to allow safe, pedestrian access into school. Clearing and gritting paths takes priority above all other site supervisor morning jobs in the event of snow or ice. Any gritting must be confined to the school's boundaries. School staff must not grit the public highway.
- Lining cones at the top of any path which is not in use so that staff, pupils and parents know which path to use.
- If possible, gritting the car park. If this is not possible, and the car park is deemed unsafe to walk or drive across, to close the gates of the car park before 7.45am.
- If possible, gritting the playground. If this is not possible, ensuring that senior staff are informed so that alternative provision can be made.
- Monitoring the levels of grit in school and maintaining a sufficient level to carry out this plan.
- Maintaining the equipment needed to carry out gritting and clearance.

Other Staff Responsibilities

- Ensuring their cars are roadworthy and allowing extra time for the commute to and from work.
- Deciding whether an alternate means of transport may be more appropriate for travelling to and from work.
- Wearing appropriate clothing and footwear.
- Checking the condition of the playground when on duty. Informing the Headteacher and other teachers if playtime is to be held indoors or on the field.
- Ensuring that children behave safely when outdoors.
- Constantly assessing the conditions during playtimes and making decisions as appropriate in response.

Parental Responsibilities

- Ensuring that pupils have appropriate outdoor clothing and footwear to deal with the weather, including the provision of wellington boots.
- Taking responsibility for their own safety and wellbeing on the journey to and from school, including ensuring that their car is roadworthy and allowing extra time for the commute.
- Checking their text messages and/or local radio stations for information about school closures: Radio Lancashire (95.5FM/103.9 FM, DAB) and 2BR (99.8 FM).