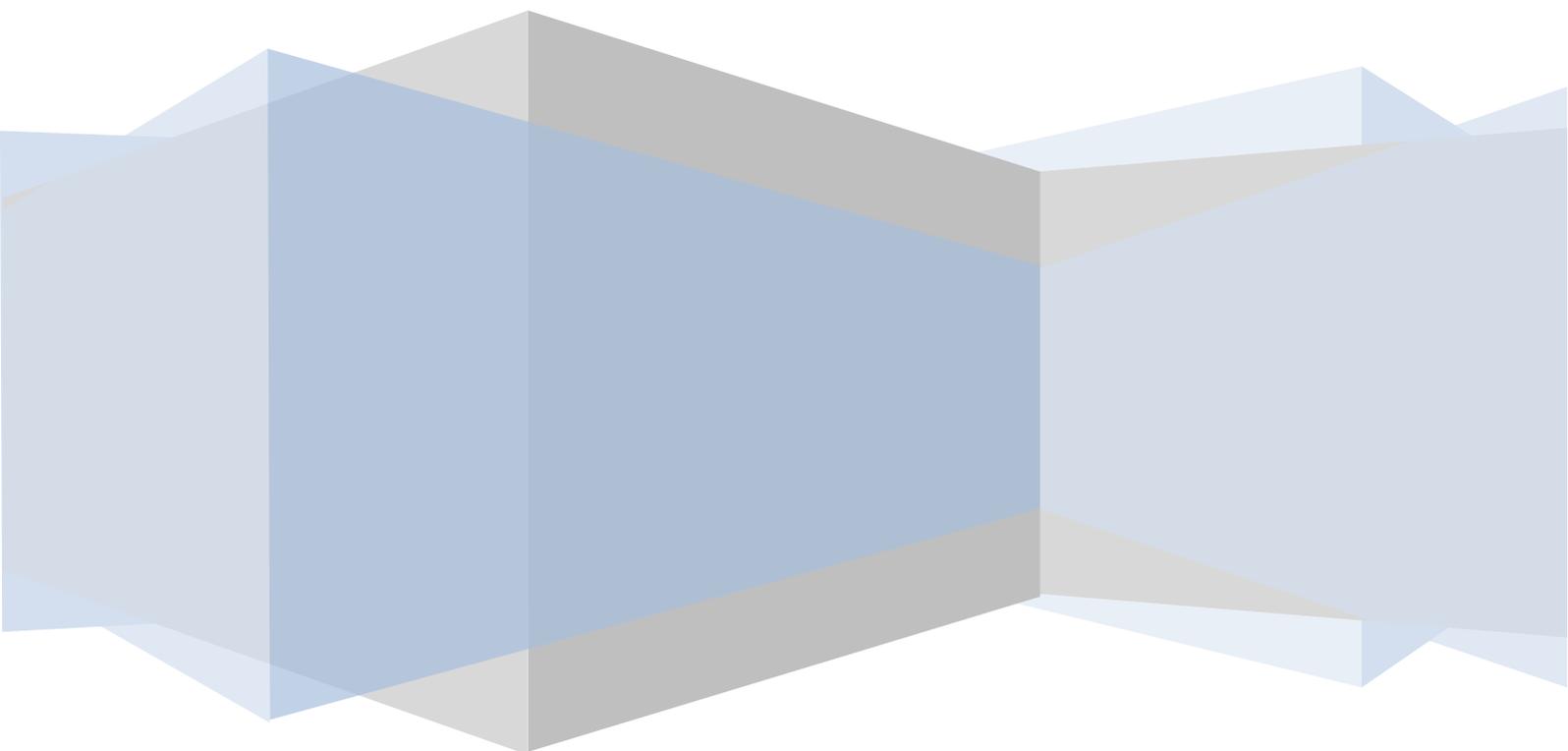




Extreme Weather Plan





Introduction:

The extreme weather conditions experienced in recent years have provided an opportunity for schools to prepare for extreme weather conditions in the future. At Godley Primary Community Academy, we have set out procedures within this policy to:

Ensure the safety and wellbeing of all pupils and employees should the school have to deal with severe, inclement weather;

And

Ensure that all employees and parents are clear about their roles and responsibilities in the event of severe weather or school closure.

Inclement weather can be defined as snow, ice, and fog, which render journeys extremely hazardous. Extremely hazardous includes those conditions in which the appropriate authorities advise people not to make unnecessary journeys or indeed travel at all. The decision to close a school unexpectedly is not taken lightly; it is a decision which will be made by the school (Principal). In all cases we will seek to avoid a school closure unless it is absolutely necessary. The School aim is to maintain a service to parents and pupils for as long as is reasonably practical. However the interest and safety of children and staff are paramount under these circumstances.

GODLEY COMMUNITY PRIMARY ACADEMY

EXTREME WEATHER PLAN

When the weather forecast is predicting overnight freezing conditions and the possibility of snow. That is likely to result in treacherous road and pavement conditions. With this in mind we would like to assure you that we will do our utmost during the whole of the winter to ensure the school is kept open.

Where necessary the school site will be inspected first thing in the morning by our Site Manager or nominated member of staff and if the conditions in and around the school grounds are deemed to be dangerous under foot, then the following protocols are to be adhered to, to ensure we strive to keep the school open.

During extreme weather conditions our Site Manager will clear and salt in this order:

- Main gate to Main Entrance
- Main gate to Reception
- Main gate to Club

The back gates will remain locked so efforts can be concentrated on keeping the main entrance pathways clear and as safe as possible.

When there is a possibility that we will be closing the school. A decision will be made as early as possible and if it is decided the school will close notification will be put on the website and a text message will be sent to parents. Local radio will also be advised if possible.

We will endeavor to keep Before and After School Club open however, this will be dependant on the staff being able to make it into work, parents are advised to refer to school website for updated information or ring the club on 07982 378190 to ensure it is open during times of extreme weather conditions.

PROCEDURES

Once the decision to close the school has been made the Principal will:

Inform Enquire Learning Trust – liz.thompson@enquirelearningtrust.org

Inform Tameside authority, Telephone 0161 342 8355 / 2222

The Chair of Governors will be notified.

Parents will be informed by Parentpay message (if registered), if possible by 8.00 am.

Staff will also be informed by text message of the closure, if possible by 8.00 am.

The school answer phone will have an information message recorded on it (0161-368-3162).

The school website will display an information message.

The school closure will be posted on Tameside radio if possible (08455 821036).

- For other useful numbers see Appendices of Business Continuity Plan

If the closure lasts longer than 1 day, further text messages will be sent to parents and staff and the school answer phone and web site will be updated if possible.

Staff will be updated by text message daily as necessary

A return to school will be notified to parents and staff by text message and the school answer phone message and web site will be updated.

RESPONSIBILITIES

PARENTS

Keep school informed of any changes in mobile telephone numbers

Check mobile phone for messages, and relevant web sites

STAFF

Keep school informed of any changes in mobile telephone numbers

Check mobile phone for messages, and relevant web sites

If school is closed, to work on planning & preparation at home for the duration of the closure.

PRINCIPAL

To keep the Trust /Local Authority informed

To keep Parents and Staff informed

To keep the Chair of Governors informed_

FULL OR PARTIAL RE-OPENING

RESPONSIBILITIES

PRINCIPAL

Risk Assessment carried out to ascertain whether it is safe for staff and pupils to return to school which would include:

Heating system working

Ensure pathways have been prioritised and cleared

Car parking facilities

Risk of slipping on floors inside school

Staffing levels

Identify which members staff live close enough to the school and should be able to make it in.

Identify/prioritise which classes/year groups may be kept operational if a full return is not possible.

Consider the possibility of opening later and closing earlier.

Advising staff/pupils to wear sensible clothing and footwear – include on messages on answer phone and website.

SITE MANAGER

Check heating system regularly.

Check stocks of rock salt.

Check that matting located in entrance areas is suitable and in good condition to minimise the risk of slipping.

Ensure you have suitable equipment to clear away snow/ice to create safe pathways in and out of the school building.

Ensure that these pathways are maintained.