



Snow and Extreme Weather Policy

St Mary's Church of England (A) Primary School keeps children safe by ensuring and promoting the safeguarding and welfare of all children in its care: all policies support the most current "Keeping Children Safe in Education Guidance" and "Safeguarding Policy", are fully consistent with the "Every Child Matters" agenda, and fully support the principles of equal opportunities for all.



Arrangements for Winter

The following arrangements are put into operation at school, during days when we experience disruption caused by severe snow or extreme weather.

Snow Day Information

The Headteacher and Chair of Governors (Mrs Denise Keen) will make the decision to close the school based on the weather within the school vicinity. In the event the school is closed the HT will contact Sarah Goodwin, Administrative Assistant.

- An email will be sent to parents (one per family) before 7.30am if the school is going to close or we are operating any site restrictions.
- Information will be posted on the school website and onto Staffordshire County Council website under school closures.
- If conditions deteriorate during a school day a decision may be made to close the school early. An email will always be sent to parents to inform them of any changes. There will also be a Facebook notification posted.
- If you do not hear from the school, and you have checked the website, then assume it is a normal day and we are OPEN.

Restricted Site Access and Priority Path Clearance

On days we are OPEN but there is some disruption from snow please note the following:

- We will only open the main front gate and clear the path to the front entrance in addition to the ramp with handrails, for wheel chair and push chair access
- The side gate to the main playground *will* be OPEN but the paths may **NOT** be cleared of snow
- Please approach the slope and steps with caution
- Parents should ensure that children use the gritted paths
- From 8.40am children can access classrooms directly through the corridors from the main entrance (and NOT via the playground)

On snow days we ask that parents and children DO NOT arrive at school early, i.e. before 8.40am. Only children who attend Before School Club or scheduled morning activities should arrive before 8.40am.

Registration on Snow Days

On snow days, if you have received an email to say the school is open but with the restrictions described above, children will not be marked late until after 9.30am. Therefore, **on severe snow days children can arrive between 8.40am and 9.30am**. This flexible start will help avoid congestion on the car park pavements outside school and improve safety. If you do not receive an email then registration is at the normal time of 8.50am.

Early Closing for Snow and Severe Weather Dismissals

If the school needs to close early due to deteriorating weather conditions, then a message will be sent to parents. The following procedures will operate:

- Children will remain in classrooms and be supervised by any staff maintaining safe ratios
- All appropriate entrances and corridors will be opened
- Parents and carers will collect children directly from the classroom, entering school through the front door

Arrangements for Summer



In the event of extreme heat. Children are encouraged to come into school wearing sun cream. A bottle of sun cream with the child's name can also be available in children's bags to be reapplied during the day. Staff will support younger pupils if necessary.

Each child will require a full bottle of water each day (no juice is allowed in school). Children are encouraged to refill their bottles during the day using the water cooler.

Children should also bring an appropriate sun hat to school.

The school uniform will be relaxed, pupils will be permitted to remove ties and open top buttons of shirts and blouses.

Children will be kept out of the full sun during the hottest part of day or encouraged to play in shaded areas.