

Werneth School: Snow and bad weather procedures

On rare occasions, particularly in winter, the weather can be so severe that getting to and from school becomes hazardous. It is also possible that the weather deteriorates during the course of the day so that it is necessary for students to leave the premises early in order to do so more safely.

We are aware that bad weather by its nature is disruptive and can cause anxiety. Therefore any action due to poor weather will be posted immediately on our website, communicated to parents/carers by text message and via our Twitter account. Please be aware that if many parents/carers ring the school it can be difficult to answer the calls as the lines can quickly become jammed. Decisions about closing the school or sending students home early will not be taken lightly and will be done so in consultation with the Education Learning Trust and the Local Authority. We will endeavour to open the school when it is practicable to do so.

Severe Weather Overnight which may close the school for a full day

- The headteacher will make this decision as soon as possible, liaising with site staff at Werneth and other relevant bodies / local schools.
- If the school must be closed, a message will be read out on local radio stations and the closure will be posted on our school website.
- Closure may also be communicated by text messages to parents/carers, messages on Edulink, our main school switchboard and through our twitter account.
- If any students arrive at school unaware of the closure, a member of staff will be there to help. Students may use school telephones to contact parents/carers to decide whether they should return home or wait to be collected.
- Teachers will teach remote lessons from home using Google Classroom for Periods 2 to 5 on a closure day. Teachers will broadcast using Google Meet to explain work and provide feedback for students. Activities will be set in the Assignment section of the Google Classroom This provides lessons between 10.10am and 3.10pm. It means that students will follow their normal timetable for the day on these periods. Some lessons eg practical PE will obviously not be possible to teach remotely. Activities will be uploaded to the Google Classroom for students to be able to complete independently. NB A reminder that in the interest of safeguarding we ask that students access Google Meet with both their camera and microphones off.

Severe Weather which means the **school needs to close during the course of the school day**

- Once the school day has started, the school will be closed early only in extreme cases.
- The decision to close the school will be made by the Headteacher and senior colleagues in consultation with the Education Learning Trust and – where applicable – the Local Authority.
- Decisions about early closure will be communicated to staff and students as soon as this is appropriate.
- After consulting the bus companies, students who use school buses will be told of any change to normal routes if this occurs so they can decide the best way home.
- Students being collected from school or with other arrangements will be allowed to phone home for advice on what to do.
- Students who can walk home will be sent preferably in family groups or in the company of other students who live near each other
- School will be kept open with staff on hand until the last student has left.

How parents/carers can help...

- Check the radio / website/ twitter /text messages for information communicated by the school. Assume school is open if the radio/ website/ twitter text messages do not announce otherwise.
- Plan ahead with your child what to do in a bad weather emergency.
- Only call the school in bad weather if you really have to - calls in prevent calls out!

Key Information for staff...

- Staff should take every precaution in the event of a forecast of snow. This may include checking on the weather earlier in the morning and leaving home earlier to ensure they leave sufficient time to reach school.
- Staff should never assume that the school is closed.
- Confirmation of closure to staff will come via an “allstaff” email from the headteacher. If this email is not received, staff should assume that they are making their way into school and should make every attempt to do so