

Bad Weather and Closure Policy



Approved by: Penny Harris (Director) Jane Cox (Director) **Date:** 1st September 2025

Last reviewed on: 1st September 2024

Next review due by: 1st September 2026

All policies are generated and reviewed with an awareness of equality and diversity in relation to pupils, staff and visitors. All policies are generated and reviewed placing safeguarding and wellbeing at the heart of all that we do.

1. Aims

The school aims to ensure that:

- In adverse weather conditions safety is the priority and all reasonable measures are taken to reduce the likelihood of anybody getting hurt
- Closure of the school, and subsequent interruption of the pupils' education, is avoided wherever possible.
- Partial closure, or a later opening, is considered before a decision is made to completely close the school
- Remote learning is established for pupils, if the closure is prolonged, and this work is closely monitored and high quality remote support is provided

2. Responsibilities

The school leader will:

- Ensure means of access to the school are safe for staff, pupils and visitors and that adequate arrangements are made to ensure that the risks from snow and ice are minimised.
- Consider how the adverse conditions will affect the operation of the school, including the availability of staff.
- Consider how the school timetable can be modified to utilise the skills of staff available for the school to remain partially open.
- Consider how a reduction in pupil numbers could allow for the school to remain open.
- In circumstances when safe access or operation cannot be achieved, and with the agreement of the Directors, close or partially close the school and communicate the closure/partial/early closure to all relevant parties, including telephoning parents/carers as a priority and updating the school website.
- Ensure that effective communication continues with all relevant parties throughout a school closure period.
- If the closure is prolonged, ensure that full time remote learning is established for pupils and that this learning is closely monitored and high quality remote support is provided by teaching staff.
- Ensure weekly welfare phone calls are undertaken for all pupils.
- Ensure welfare phone calls and doorstep visits are undertaken weekly for any pupil who may be considered vulnerable.
- Inform those local authorities whose pupils have been affected by the school closure.

School staff will:

- Make all reasonable efforts to safely reach the school workplace.
- Inform the school leader if they are unable to reach the school on time, or that there will be a delay in arrival.
- Make the journey into the school as soon as it is safely possible.
- Cooperate with arrangements to teach and support pupils remotely.

3. Review

In order to ensure that this policy is relevant, if you have any comments please email directors@ontrackededucation.com