



St Hugh's School

Adverse Weather Policy and Procedures

1. It is the policy of the school to make every effort to remain open whenever possible. The decision to close the school either before or during the school day will be made by the Head Teacher. The school will only be closed if one or more of the following conditions apply:
 - Insufficient staff are able to come in to keep the school running safely.
 - Conditions on site are dangerous
 - Conditions are considered to be or are anticipated to later become too hazardous for travel.
2. If the school is to close:
 - School transport shall be informed as early as possible. The media (Lincs FM 102.2) will then broadcast details.
 - Parents who have opted into the scheme will be alerted to the closure using the Text service once the closure has been logged with the County Council.
3. The school will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents. However parents are expected to check the website and/or make themselves aware of the radio broadcasts when it is clear that a closure is a possibility.
4. The school appreciates that during bad weather children may arrive later than normal; parents should endeavor to contact the school to let them know they are on their way if likely to be delayed. The school recognises there will be isolated instances where families are cut off, even where the clear majority of children can get into school. In such instances parents should inform the school of the circumstances of this exceptional situation, as the school has a duty to clarify the circumstances of each case so as to be able to formally authorise the absence to the Local Authority. Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevents the child coming into school risks their child being registered as an un-authorised absence.
5. Where the school is officially closed, all absence is counted as authorised absence.
6. In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances, parents and carers will be contacted by phone either at home or work and asked to collect their child/ren. Such an early release will only be contemplated in very extreme circumstances.
7. In the event of snow some pathways will be cleared and salted. Parents, carers, children and visitors will be made aware that pathways, even where cleared, do remain dangerous.
8. In icy conditions the site manager will salt pathways from the bus lanes to the front door
9. Where necessary, essential pathways will be maintained as clear as possible throughout the day. On school days where the school is closed to pupils, the pathway will still be

maintained during snow and ice weather on a daily basis by the caretaker, so as to keep the pathways clear and prevent build up of ice and snow.

10. During adverse weather conditions, the yard and outside spaces may be out of bounds at break and lunch-times if SLT decide it necessary.