



Policy Number: CRA-AP- 01
Issue / Version No.: v1

Severe Weather Policy

Current Status:
FINAL

Ratified

Compliance:
All members of Chandlers Ridge Academy staff will follow Academy policies.
The consequences of non-compliance may include disciplinary or legal action.



Document Control

Application	This policy pertains to all activities undertaken by all staff at Chandlers Ridge Academy
Associated policy reference and title	Safeguarding Health and Safety
Date of ratification	11/2/2016
Date of review	October 2017
Replacing	New policy
Policy Lead	Louise Lidgard, Acting Head teacher
Members of working party	Jo Turner, Academy Business Manager
This policy has been ratified by: Board or Sub-Committee (specify)	Curriculum & Achievement Sub Committee
Date	11/2/2016

Consultation Audit Trail

Name	Role	Version	Date
	Senior Leadership Team	0.1	Jan 16
	Teachers	0.1	Jan 16

Change Log

Summarise the major changes between versions below

Pg/Section	Change	Version	Date
	No previous policy	V0.1	January 2016



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Chandlers Ridge Academy Severe Weather Policy

1. The Aims of this policy

- The school will make every effort to remain open whenever possible.
- The decision to close the school will be made by the Headteacher.
- The school will only close if
 - Insufficient staff are able to keep the school running safely
 - Conditions on site are dangerous
 - Conditions are considered to be or are anticipated to later become too hazardous to travel.

2. Scope of Policy and Objectives

- The policy will cover the events of severe weather and the process and procedures associated with this.
- A Severe Weather Event is defined a weather event which is significantly different from the average or usual weather pattern. This can include snow, ice and floods.

3. Responsibilities

1. **BoD:** The BoD has overall responsibility to ensure that policies and procedures are in place for the processes associated with the Chandlers Ridge Academy.
2. **Head Teacher:** The Head Teacher has responsibility to ensure that operational services are suitably established to provide the processes associated with the Chandlers Ridge Academy to ensure that all staff and volunteers understand and comply with the service provision.
3. **Senior Leadership Team:** Each Senior Leader is responsible for ensuring that the policies and procedures are adhered to within their area of accountability.
4. **Teachers:** Each Teacher is responsible for ensuring that the policies and procedures are adhered to within their area of accountability.
5. **All Staff and volunteer helpers:** All staff and volunteer helpers within the scope of the policies and procedures are responsible for the implementation of the policy within their own area of accountability
6. **Parents & Carers:** Are responsible for checking and reacting to communication from school in a severe weather event
7. **Pupils:** Are responsible for behaving safely in snow and ice



4. Key Themes

4.1. Communication

Chandlers Ridge Academy is committed to effective communication with parents and carers. Effective communication is crucial to the success of this policy so that everyone in school knows the procedure for closing the school in a severe weather event and how the school will communicate this decision. In the event a severe weather event the following channels of communication will be used:

- The school website www.chandlersridge.org.uk
- A notification will be sent via our website App - a free download is available from the AppStore and Play Store – search for Chandlers Ridge Academy
- Twitter @ChandlersRidge; plus all year group Twitter Pages @CRAEYFS, @CRAY1, @CRAY2, @CRAY3, @CRAY4, @CRAY5, @CRAY6

5. Process and Procedure

5.1 In the event of heavy snow before the school day starts

5.1.1 Parents

- When school closure is a possibility parents should find out by the
 - School website www.chandlersridge.org.uk.
 - Twitter
 - A notification by the School app
- **If the school is to close a decision will be communicated by 8am.**
- If it is decided that school is open, children will enter by the front door from 8.45am.
- The school fully appreciates that in bad weather children may arrive later than usual.
- If parents assume that the school is closed but it is actually open, the absence will be recorded as unauthorised unless the Head teacher is satisfied there are exceptional circumstances.

5.1.2 The school

- The Head teacher will decide whether the school will open taking into account the conditions at the school and the ability of the staff to get there.
- **A decision will be made by 8am.**
- The website will be updated, an App notification will be issued and Twitter message will be sent.

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Ratified By CASC

Date Reviewed October 2017



- The local authority will be informed through schoolclosure@middlesbrough.gov.uk or to asset team on 01642 729186.
- The Local Authority asset management team update the Middlesbrough council website and update the radio stations as follows: Capital- 0191 444 2550, BBC Radio Tees 01642 225511, TFM 0191 230 6100.

5.2 Exceptional circumstances

- The school appreciates there may be cases where families are 'cut off' due to particular difficulties in the area in which they live.
- In such cases parents should advise the Head teacher of their particular circumstances so that absences in these cases can be approved.

5.3 In the event of heavy snow during the school day

- If there is heavy snow during the day the Head teacher will decide whether it is necessary to close the school.
- Parents will be contacted through the school website, App notification, Twitter and phone where necessary that they need to collect their children as soon as possible.
- The staff who live furthest away from the school will be permitted to leave at the earliest opportunity.
- A skeleton staff will remain in school until all the all the children have been collected.
- If a parent rings to pick up their child early due to adverse weather conditions these will be considered on an individual basis by the Head teacher.

5.4 In the event of ice

- If the playground is icy, the caretaker will grit a wide path for parents and children to walk along.
- Signs warning people that it could be icy will be placed along the paths and playground.
- If the paths and playground is deemed to be too icy to walk on safely the children will enter school though the front door and the paths to this will be gritted.

5.5 In the event of heavy rain and floods

- All drains will be kept as free of leaves as possible.
- If the playground is flooded, children will leave school via the front entrances.
- If there is a flood in school, the children will be removed from the area and the caretaker will be contacted. (07427609863)



6. Implementation

- Chandlers Ridge Academy Directors, Head Teacher, Senior Leadership Team and Teachers are responsible for ensuring that this policy is effectively implemented.
- This policy will be available on the Chandlers Ridge Academy Website.

7. Audit

- This policy will be reviewed on a 2 year cycle or earlier if necessary.