

## **Levendale Adverse Weather Plan & Procedures**

During the winter months there are occasions when we can experience adverse weather conditions. It is always very difficult when we have snow and ice to determine how this will affect travel etc and I would ask that you follow the policy below if we experience any bad weather over the next few weeks.

If at all possible the school will remain open and staff will be here as normal. However, due to road conditions, some staff may be late arriving and the start of the school day could be affected.

In some cases, the severe weather may adversely affect school systems (water supply, electricity, heating etc) without presenting an issue with travel. This plan and the procedures outlined below apply in these instances.

Where a decision has had to be made to close the school for any reason (a decision which has to be made by the Headteacher in conjunction with the CEO of the Trust and Chair of Governors), we will endeavour to get a message to you via the text messaging system, the school website, the school's Facebook page and the Levendale smartphone app regarding school closure by 8:00am. Please be aware however that staff, including the Headteacher, may also have difficulty getting into school because of poor road conditions or traffic accidents and therefore access to school systems (text-messaging, Facebook, our smartphone app) may be intermittent. You may also find it useful to refer to the BBC Radio Tees website to check any school closures at [www.bbc.co.uk/tees](http://www.bbc.co.uk/tees) - the Local Authority has an established procedure for announcing school closures that is predicated on the Headteacher completing an on-line form using the appropriate authentication: the Authority then use this information to inform local media and other agencies who deal directly with the school. Information is also posted by Stockton Borough Council on their website (<https://www.stockton.gov.uk/children-and-young-people/schools/school-closures/>) once the decision to close has been communicated by the Headteacher through the agreed LA channels.

We always hope to be open as normal although we feel you should be aware of the situation to avoid confusion should severe weather conditions cause disruption.

**The procedure at Levendale Primary School for adverse weather conditions (or issues with heating, power or water supply) is:**

### **At the start of the school day**

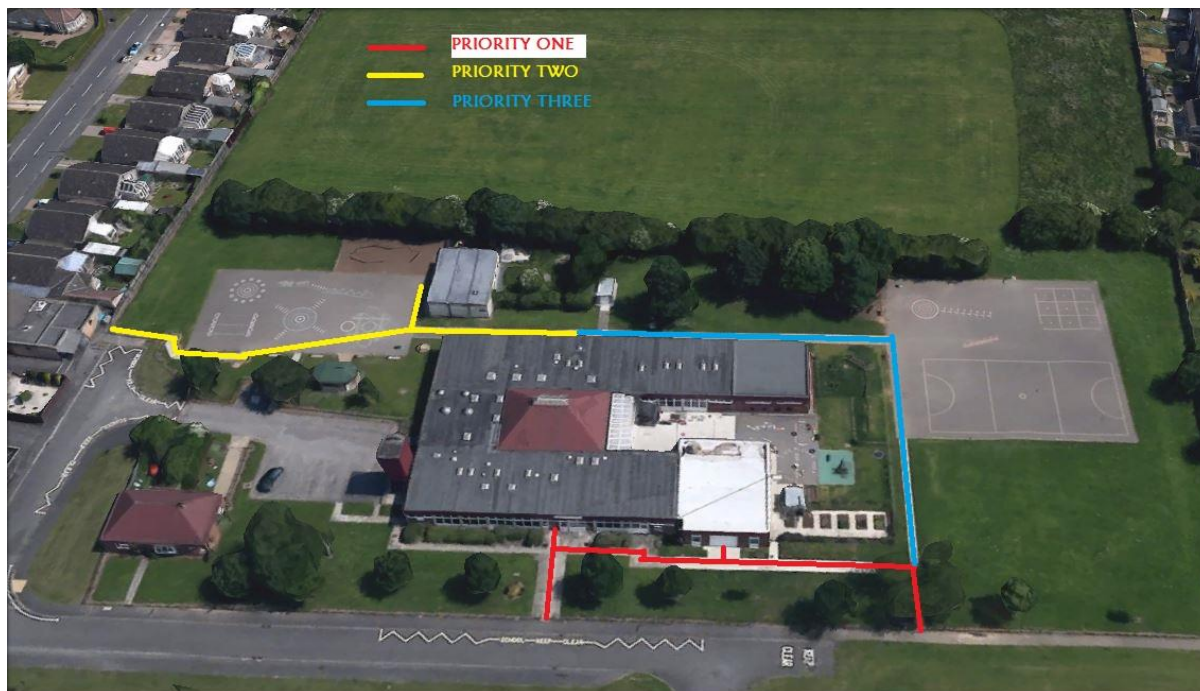
- The Headteacher (or the most senior member of staff with delegated authority), following advice obtained locally, will make a decision (together with the CEO of the Trust, the Chair of Governors and other senior staff as appropriate) based on conditions at school and the surrounding roads and footpaths as to whether it is safe to open the school.
  - Please note that it is extremely unlikely that the caretaker would be able to completely clear all paths in school by the start of the school day.
  - Parents and children should use only those routes identified as part of the Gritting Plan (see routes marked on the map in Fig. 1) as these will have been cleared as far as possible and gritted prior to children arriving in school. These routes will be cleared in order of priority (with Priority 1 being cleared first and Priority 3 last).
- To enable the school to open it may be necessary to delay the start time and again these details would be given to parents via the three main outlets already stated.
- Parents are asked to note that it may not be possible for staff to answer the telephone as they are likely to be extremely busy putting contingency arrangements into place. Checking the school website, the smartphone app, our Facebook page or your mobile phone for text messages is the preferred option for information on closure of the school.

## During the school day

- Once a decision has been made to open the school, it is unlikely to close during the day unless there is a sudden, severe and unexpected deterioration in the weather. However, we may already have informed you of a planned early closing and we would expect you to collect your child by the stated time.
- In the instance of a sudden and unexpected deterioration in the weather and where there are no plans to close the school, parents may arrange to collect their child early for safety reasons (ie travelling/walking long distances or collecting other children from local schools): we are happy to endorse instances such as this in isolated incidents.
- We may also alert you via phone, e-mail, Facebook or the website/smartphone app that conditions locally are deteriorating and that you may wish to collect your child early.
- If a decision has to be made to close the school during the school day, we will endeavour to inform parents as quickly as possible via the usual outlets.
- Please be aware that under these circumstances, there is likely to be a great deal of traffic in and around the school area and therefore additional care would need to be taken, especially if weather conditions are hazardous.

We hope this clarifies the procedure for Adverse Weather at Levendale Primary and we would ask that you keep this letter for future reference throughout the winter months.

**Fig. 1 – Map of school grounds showing pedestrian access routes that will be cleared as far as possible and gritted in the case of adverse weather. PLEASE NOTE that Priority One routes will be cleared and gritted first, followed by Priority Two routes and finally Priority Three routes.**



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Chair of FGB: ..... Date: .....