Approved by the Governing Body on: 28 February 2017

Reviewed Autumn 2020
Reviewed Autumn 2022
Reviewed - no changes - Autumn 2024
Reviewed: - no changes - Autumn 2026
Review Date – Autumn 2028

Ongar Place Primary School
SNOW POLICY

Ongar Place Primary School is committed to safeguarding and promoting the welfare of children. The recruitment and appointment of staff, school policies and procedures always consider the safeguarding of children as the first priority.

At Ongar Place we recognise that heavy snowfall can cause significant problems for staff and families attempting to come into school. Disruption to transport services may prevent many members of staff and children from coming in to school at all. Ice and snow may cause hazardous conditions to road users and to those on foot. This impacts the number of people who are able to safely come into school on 'snow days', and therefore, we may need to take a decision before the school day begins about whether the school should be closed until further notice.

Our Decision:

- The duty of care to our children and staff will always be at the forefront of any decision to either keep the school open in adverse weather or to affect a closure.
- We will always aim to keep the school open if possible, as we recognise the inconvenience of disruption to the normal school week.
- We will make a decision as soon as is practicable, but it is possible that a final decision will not be taken until the morning of closure as and when enough information becomes available.
- On days where adverse weather is forecast, the decision may be made the night before to delay the start of the school day till 9.30 am to allow time to assess the situation in the morning.
- Our decision will be based on the information that we are in possession of at the time the decision is made.

Factors that will affect our decision:

- Whether there are enough members of staff able to travel safely to and from school in order to be able to provide satisfactory care for our children.
- Whether the severity of the weather conditions is on such a major scale that it is unlikely that many people will be able, physically, to make it into school.
- Whether conditions are expected to worsen or improve during the course of the day.
- Whether the school can provide lunch for the children.
- Whether the school grounds are sufficiently safe for children, parents and staff.
- Whether the school has sufficient heating.
- Whether the school has lighting and hot water across the site.
- Whether external agencies, e.g. police, local government, motoring organisations, etc, are advising against travel in our region.

Advice

We advise parents not to set off for school without first confirming that the school will be open.

If The School is Open During Snowy Weather (a 'Snow Day'):

1. Before bringing children in to school, parents are asked to **ensure they have arrangements in place to collect the children from school early,** if the need arises.

2. Parents should ensure that the school has contact details on which they can be reached throughout the day. Most information will be relayed by text message where possible.
3. We may aim for the children to play outside in the snow if they wish, so please make sure they are well dressed for very cold weather.

If heavy snow falls during the day when the school is open:

1. If heavy snow falls when the children are already at the school and disruption is foreseeable, then parents should set off from their place of work or from home in plenty of time to ensure that they arrive at the school before the school closes.
2. It may be that parents are asked to pick children up early due to either problems with heating, or the need to close the school part way through the day to allow children and staff to get home safely before the weather deteriorates, please be alert for messages throughout the day.

Contact:

Our website www.ongar-place.surrey.sch.uk should be consulted regularly and checked for updates. We will also endeavour to text message parents to ensure a clear message is sent. Please however, be aware that occasionally in bad weather, text messages can be delayed.

This document (Snow Policy) can be found on the school website and gives clear instructions for snow days.

Parents have to decide whether it is safe and desirable for them to make the journey into school. Please be mindful of local advice from the police and motoring organisations. If you decide not to travel and the school is open, please contact the school and leave a message for the school secretary.

Arrival and Collection:

If children arrive late it is important that children sign in and register at the front office.

School will close at the usual time, but should the decision be made to close earlier, parents will be notified in the usual way.

There will be no after school activities, games, clubs on 'Snow Days'. Breakfast club will be open **if possible** dependent upon staff availability and travel conditions.

Parents of children due to attend our After School Club will be contacted by the School Office to confirm whether they will be open on a 'Snow Day'.

Policy created by Mrs T L Good - December 2012