

XXX SCHOOL POLICY DOCUMENT

ADVERSE WEATHER

Responsibilities:

- a) XXX school is committed to complying with the legislative requirements stated in the Management of Health and Safety at Work Regulations 1999 which recommend the undertaking of risk assessment of any potential hazards. If staff and pupils are subjected to inclement weather conditions this may introduce risks.
- b) The school has carried out risk assessments for day to day outside activities which include the potential for adverse weather.
- c) Any potential for exposure to weather which could possibly lead to cold injury, heat injury or over exposure to the sun will be planned with:
 - An appropriate programme for clothing and equipment
 - Plan for pupils who may not bring suitable clothing
 - Daily weather forecast obtained and plans adjusted accordingly
 - Ensure children's exposed skin is protected from the Sun with sunscreen and that hats are worn.

Procedure:

- The school will have ensured the procedure & action plan for clearing of snow & ice from all authorised entry & exits in use.
- All pupils are expected to arrive by 8-45 a.m. ready for morning line-up and commencement of lessons at 8-50 a.m. A morning duty teacher is in the playground from 8-40am. Pupils should wait quietly in the playground and refrain from playing games or running at this time to avoid any accidents. Pupils should go to their form room and sit quietly until the arrival of the form teacher

In case of severe weather during the winter, parents will be asked to follow the procedure shown below.

- If the weather conditions overnight restrict Teachers arriving for work, the school may be closed for the day. A decision on if the school is to be closed will be made by 7-30am.
- Parents should telephone the school office after this time for further information or view the school website on www.xxx.co.uk.
- If weather conditions are such that you cannot come to school in the morning or return at home time, please keep pupils at home for the day.
- If the school is open and weather conditions are not improving or rapidly deteriorate during the day, the school will NOT close as such. Parents wishing to collect their children early should telephone the school office to advise on their time of arrival. There should however be no general need for pupils to telephone home.