



Holly Park School Adverse Weather Policy

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 in consultation with the chair of governors and the site manager.

The school will only be closed if one or more of the following conditions apply:

1. Insufficient staff are able to come in to keep the school running safely.
2. Conditions on site are dangerous
3. Conditions are considered to be or are anticipated to later become too hazardous for travel.

If the school is to close:

1. Parents will be alerted to the closure via our text messaging service Activated by the Head Teacher or other senior leader once the decision to close has been made.
2. The school website will be updated to show that the school is closed on the front page
3. The closure will be recorded on the Barnet Website - the Head Teacher will inform the LA. This information will be displayed to the public via the schools directory on the Barnet website: www.barnet.gov.uk/closures

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 it causes places very considerable difficulties upon parents.

However parents are expected to check the website when it is clear that a closure is a possibility.

The school appreciates that during bad weather children may arrive later than normal; parents should endeavour 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 unable to get into school if they live a distance away, 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.

Where the school is officially closed, all absence is counted as authorised absence.

In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances, parents will be contacted first by text message. Such an early release will only be contemplated in extreme circumstances.

We text parents to ask them to make alternative plans for early collection of their children by friends, relatives, neighbours, other parents in the school if they are going to be delayed in getting to the school or are stuck themselves

Children who are left after the majority of children have been collected will be gathered in the school hall.

Parents who do not come to collect their children will then be contacted by phone either at home or work and asked to collect their child/ren. We will also call emergency contacts to help ensure that the child gets to a place of safety

If staff who live quite a distance from the school need to leave in order to make their journey home safely, then staff who live closer to the school and who can travel home by foot or on public transport will stay to supervise the remaining children

During significant adverse weather conditions, the School Hall or classrooms will be open from 8.45am for parents to bring their children inside.

During adverse weather conditions, including rain, high winds, extreme heat, air pollution and smog the playground may be out of bounds to children at break times if the headteacher or senior staff deem it necessary for safety.

In the Head Teacher's absence the Senior teacher on site will assume responsibility for making all decisions relating to the Adverse Weather Policy . If the decisions involve school closure or early closure they will consult with the chair/vice chair of governors.

Cold Weather, Snow and Ice Policy.

Rationale

- The Health and Safety at Work Act 1974 and the Occupiers Liability Act place a responsibility upon the employer, so far as is reasonably practicable, that the means of access and egress from its premises are maintained in a condition that is safe and without risk to either its employees, or other persons.
- The approved code of practice which supports the Workplace (Health, Safety and Welfare) Regulations states that "arrangements should be made to minimise risks from snow and ice. This may involve gritting, snow clearing and closure of some routes."
- It is a popular misconception that an occupier cannot be held liable for failing to clear snow/ice, but can be held liable once an attempt at clearance has been made and then someone is injured. The true position is that an occupier can be held liable for 'failing to act reasonably' in order to prevent accidents.
- Heads of establishments are responsible for ensuring that the means of access to their establishment is safe for both employees and visitors and that adequate arrangement is made to ensure that the risks from snow and ice are minimised. It is recognised that it is not possible to remove immediately every piece of snow or ice. It does however, require those responsible for premises to exercise careful judgments and prioritise de-icing and salting of key access routes.
- All reasonable efforts should be made to ensure that the establishment remains open as normal.

Policy

In the event of ice/snow conditions affecting the safe access of persons onto and around the school site, the following procedures will be carried out by the Site Manager:

- Once any fresh snow has been removed then commence salting.
- The Site Manager is to judge whether conditions necessitate application of salt to main route ways. (If the temperature is reading below 1c then salt is to be applied.)
- Initial salting proportionate to prevailing conditions around the site.
- Whilst it is not practical to remove snow or salt the whole site, safe routes have been identified. These routes are:
 - The Main footpath, i.e. Main Gate to main entrance.
 - Across front playground to join infants and junior buildings
 - Footpath to side of main hall up to nursery
 - Rear access to kitchens

Note: The playgrounds and whole car park areas will not to be gritted due to 'reasonably practicable' grounds of health & safety*, time, and cost.

Parents, children and visitors will be made aware that pathways, even where cleared, do remain dangerous. Children will also be reminded of this in assembly.

Before and after school opening hours parents are responsible for ensuring their children do not slide on the school playground.

In icy conditions the site manager will salt wide pathways around the school also Where necessary the safe routes, as outlined above, will be maintained as clear as possible throughout the day.

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

- When low temperatures persist all day, it may be necessary, on instruction from the SMT or at the Site Managers own discretion, to apply additional salt.
- Where practicable, removal of as much overnight snow as possible/realistic from walkways to prevent compaction to ice and reduce slip hazard.
- In exceptional circumstances, and with agreement of the SMT, for safety reasons it may be best to retain fresh snow on walkways to cover ice.

*A playground say 50m x 50m with 150mm of snow would be 375 cubic meters of snow to pile up and would weigh around 37 tons! (At an accepted snow / water of 10:1 ratio).

The school will NOT grit the pavement outside the school grounds. The school is only responsible for clearing ice and snow on the school premises.

There is a Council provided grit bin on the road outside the school and parents may use this to grit the paths immediately outside the school gates. Parents do this at their own risk.

Parents are welcome to volunteer to help clear and grit the playgrounds and school grounds before the school day starts but entirely of their own volition and without any insurance cover from the school. It is at their own risk.

Key Principles

The start of the school day may be changed to a later time to allow for more time to make safe pathways through the school. In this instance, school staff would be expected to arrive at school as near to the normal time as possible and to help clear the grounds.

Head Teacher is responsible for ensuring that:

- The Site Manager has suitable clothing and footwear to undertake ice and snow clearance.
- The Site Manager is clear about his responsibilities with regard to ice and snow removal.
- The Site Manager is aware of and adheres to the lone working policy – that lone working is acceptable on the school site but dangerous activity should not be undertaken.
- Before morning break, lunch break and the afternoon break a member of the SMT or the Site Manager is to 'risk assess' the playground area to judge if it will be an indoor break or if it is safe for pupils to be allowed outside. If playgrounds are to remain in use supervision levels may need to be increased.
- All staff are aware of the risk assessment in place for snow and ice and take responsibility for following the designated paths and access routes when such conditions exist.

Site Manager is responsible for ensuring that:

- In icy and snowy conditions footpaths and walkways are treated to the best of his/her ability before and during the school day.
- School has sufficient supplies of salt plus all necessary equipment (salt spreader and snow shovels are in good order)
- Maintenance of safe external walkways is a key Health and Safety responsibility and must be prioritised as such.
 - Pathways will be cleared in the car park for escape routes during evacuation and fire drill. These will be done after the other pathways have been cleared.

Staff and Students should:

- Take responsibility for safe conduct in icy and snowy conditions and wear suitable footwear when on external walkways and car park areas.
- Use cleared paths at all times unless otherwise instructed.

Document Control

Revision History

Version	Revision Date	Revised By	Revision
1.0	Spring 2015	Premises Committee	Reviewed
1.1	Spring 2016	Premises Committee	Reviewed

1.2	Spring 2017	Premises Committee	Reviewed
1.3	Spring 2018	Premises Committee	Reviewed
1.4	Spring 2019	Premises Committee	Reviewed
1.5	Spring 2020	Premises Committee	Reviewed

Signed by

	Name	Signature	Date
Headteacher	Ann Pelham		
Chair of Governors	Tim Graveney		

Distribution

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<ul style="list-style-type: none"> • Staff via school server • Parents via Website • Governors via committee meetings

Date for next review
Spring 2021