SNOW PLAN

Aim

At St Chad's, we aim to ensure that staff and pupils are safe at all times. This plan outlines the contingencies made in the event of a heavy snowfall, which may result in enforced school closure or restricted opening.

This plan aims to prevent:

- The stranding of pupils and staff
- Unnecessary risks travelling to and from school
- Excessive impact on children's education
- Accidents in the school through good risk assessment

Policy

It is policy that school will open on all normal school days even when some poor road conditions exist. However, in the event of a heavy snowfall, we cannot guarantee that staff will be able to attend school and a decision to close or restrict school opening may have to be made. Staff should make all reasonable attempts to attend work in the event of snowfall including the consideration of public transport. However, we do not wish for any member of staff to put themselves at risk.

If a member of staff is unable to attend work they should call Mrs Pearson by 7.30am please. Mrs Pearson will gather all available information including the condition of the school site and surrounding roads and all implications for Health and Safety. The site manager should give Mrs Pearson as much information as possible to inform the decision.

Decision – If there is heavy snowfall prior to the opening of school the decision to close the school will be taken by Mrs Pearson. If the weather conditions are severe enough to force closure or restricted opening, this decision will be communicated by the following means:

Email Administrative staff will contact parents and staff by email/In-App message

School Website (www.stchads.oldham.sch.uk) Administrative staff will update

Facebook/Instagram Administrative staff will update

Staff who work with particular coaches or have trips booked will contact the appropriate organisation. Oldham council Snow Line will be informed If the school is to be closed. A member of staff (where possible) will be available at school to ensure that messages and communication are maintained for the first few hours of closure. Thereafter, the school will be empty. If there is an enforced school closure, we cannot look after children. However, those already delivered to school prior to a decision being made will of course be looked after until they can be collected. Parents should have contingency plans in place regarding childcare arrangements and collection from school if closure is necessary.

Restricted opening - where school is open but some staff may be unable to attend, or where weather conditions may prevent some pupils from attending.

Parents are asked to exercise extreme caution when dropping off or collecting children, the roads round school are steep and dangerous when conditions are snowy and icy. At the end of the day, the children should be collected as usual but there will not be any after-school clubs or staff meetings. Parents who wish to collect their children early due to the road conditions may do so. Parents are reminded to ensure their children have warm clothes and suitable footwear in case their journey is disrupted or they are stranded.

Decision – If there is heavy snow fall during the school day, we aim to avoid staff and pupils becoming stranded in the school due to snow and treacherous weather conditions. In snowy weather there will be close monitoring of weather conditions and consideration of the met office forecast. If heavy snow is expected whilst school is in session, a decision will be taken as to whether staff and pupils need to go home earlier than the official end of the school day. If the decision is made, an email will be sent to parents so they can collect their children as soon as possible. Pupils will only be released prior to the end of the school day if they are collected by parents or other persons authorised to do so, and this information has been received by school. Parents may give verbal consent to their child walking home if this is their usual arrangement. Whilst maintaining suitable ratios for safety, staff living furthest from school and in the most inaccessible locations will be permitted to leave first. A senior member of staff will remain on site until all pupils have been collected.

School procedures in the event of snow. Information for parents

Will I be contacted in the event of snow?

An email will be sent out if school is not going to open, as soon as possible. Parents are reminded to ensure that school has up to date mobile number, and to keep them switched on. If you do not hear anything, please assume school is open.

Do I need to contact school?

If you decide not to travel because of the road conditions, please let us know so that we know the children are safe. Otherwise, you do not need to contact school.

Should I travel to school or not?

Parents and staff should make the decision as to whether it is safe for them to make the journey to school.

Will there be extra curricular clubs or B & A club?

No – in the event of closure. Please keep the office informed if you are delayed on your way to collect the children and are stranded. As always, we will look after the pupils until you get here.

When should I collect my child?

Parents who decide to bring their children to school are welcome to collect their child early if it suits them. Should parents receive a message from school informing them that staff and pupils need to go home, they should be collected as soon as possible.

Contingency Plans

We urge parents to have alternative arrangements in place for child care and collection of their child should they be unable to collect them from school and closure is necessary.

Impact on Education

On days when the school has restricted opening, children may not be taught by their usual teachers or in their usual classes, as we may not have our full quota of staff. However, we will ensure that we have an educationally valid day which will include English and Maths at an appropriate level.

Support if stranded in school

A member of staff will stay in school until all children have been collected.

Food – the school kitchen holds a small stock of food throughout the term which can be used to ensure a snack for anyone stranded.

Heat – as the system is gas-fired, this should not be affected. In the event of breakdown and the necessity to close the school, communication will be through the means outlined above.

Internal safety measures/checks

Fire escapes and routes – to be cleared and salted as a priority. Salting – site manager will ensure sufficient stock. Salting of the paths for access to the school will commence at 7am each day as necessary and during the day if conditions require. Use of the car park is at the users own risk and we cannot guarantee that this will be salted in time for the start of the school day and recommend users to take appropriate actions to keep themselves and their property safe.