

Perryfields



Primary

Perryfields Primary School

Bad Weather Policy

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Bad Weather Policy

Guidance for parents/carers and staff in the case of bad weather

Criteria

It is our policy to remain open unless we are forced to close because there is a risk to the health safety and welfare of staff and pupils. The Headteacher is responsible for making the decision to close the school due to inclement weather conditions in the immediate locality. The Director of Schools will take responsibility for making the decision to close all schools during periods of inclement weather conditions throughout the Borough.

The decision will be taken on the basis of one or more of the following criteria:

- (a) Prolonged and excessively high temperatures (e.g. 35 Degrees Centigrade)
- (b) Prolonged and excessive low temperatures (e.g. Minus 15 Degrees Centigrade)
- (c) Prolonged and excessive high winds that render travel dangerous (e.g. 60 miles per hour)
- (d) Prolonged and excessive snow fall/very icy conditions, which render the site unsafe
- (e) Excessive and prolonged rainfall/flooding resulting in public transport being cancelled and travel to school not being possible or safe

How parents will be notified that the school will be closed:

Closure before the school day:

As soon as the decision has been made to close the school, a text message will be sent from Parent Mail to each family. Additionally, this announcement will be posted on the school website, www.perryfields-pri.sandwell.sch.uk and school Twitter and Facebook accounts.

Perryfields Primary also promotes Sandwell Council Facebook page, Twitter account and website as the place for them to check about school closures. This is linked to the school's Facebook and Twitter accounts and highlighted on the school's website. The most recent edition of the poster regarding school closures is displayed around school to further inform parents. The school does not need to notify local media or radio stations as Sandwell Council will communicate information about school closures to them.

Such an event is highly unlikely and will be avoided where possible. There is no need for parents to contact the school to check whether or not the school is open. Unless announced using the sources above, the school will be open.

While we understand parental concerns, it would be helpful if parents/carers were aware of the difficulty for the office/admin team potentially responding to literally hundreds of calls. Parents should not telephone the school at these times unless there is an emergency.

Closure during the school day:

Should the weather turn worse during a school day, parents/carers will be contacted by the Admin team using text message via Parent Mail. It is therefore imperative that the main mobile contact number is up to date. If you change your mobile number, please inform the school immediately. Older pupils who usually walk home alone, will only be sent home if there are satisfactory arrangements for them returning safely.

No child will be sent home to an empty house. Should any parent/carer wish to make any alternative arrangements for their child they must contact the school office by telephone or email office.admin@perryfields-pri.sandwell.sch.uk. Alternatively, the school will telephone other authorised emergency contacts if a child remains uncollected. Announcements that the school will be closing will also be made using the school website and social media accounts.

Actions for staff if the school is closed to pupils

The school arrangements for contacting staff about a school closure before the start of school day will be via a text message using Parent Mail.

The Headteacher will make early morning contact with the Site Manager. Once the decision has been made they will communicate the decision to close via Parent Mail.

- School closure due to bad weather is still classed as a working day for all staff and children.
- It is the responsibility of the class teacher to provide home learning for all pupils in their class. This needs to be available by 9:00am.
- The phase leaders will direct the teachers and HLTA in their phase to complete specific tasks (as directed by the HT and DHT). Support staff will be directed by the Inclusions Manager to complete on line training and /or tasks within their specific phases.
- Admin staff will be directed by the Business Manager to complete admin tasks from home.
- The remaining staff, due to the nature of their roles, will need to owe the time to school. This can be used to attend meetings and training which take place outside of their normal working hours when ordinarily an overtime sheet would be completed.

If the school is to close the Deputy Headteacher will email the contact below before 7.30am on the day of closure or earlier if possible.

Organisation	Telephone Number
Sandwell LA Contact	0121 – 569 8298 school_organisationunit@sandwell.gov.uk