

Garton on the Wolds CE (VC) Primary School

WINTER WEATHER PLAN

RESTRICTED SERVICE/PARTIAL CLOSURE

It will be at the absolute discretion of the Head Teacher to determine whether it is in their judgment safe to open the school during periods of bad weather. Some factors to be considered by the Head Teacher will include but are not limited to the following:-

- I. Availability of adequate numbers of teaching staff.
- II. Safety of the site.
- III. Safety of the children and staff travelling to school.
- IV. Adequate heating of the site.

COMMUNICATIONS WITH PARENTS

In the event of partial/total closure of the school the Head Teacher's decision will be communicated by the Business Manager to parents at the earliest available opportunity by text and on the local radio. Parents will need to have given consideration to child care and have a plan in place in the event of the school being closed.

COMMUNICATIONS WITH STAFF

The communication tree will be put into operation by the Head Teacher and/or Business Manager for all staff to be advised of the decision to close the school by text message and telephone at the earliest available opportunity. The cascading process in place will ensure all staff are made aware of the decision.

DISTANCE LEARNING FOR EXTENDED PERIODS

In the event that the school is likely to be closed for an extended period of time, the Head Teacher will arrange for appropriate homework to be posted on the Website.

REDUCE RISK OF FROZEN/BURST PIPES

The boiler heating system is set to give overnight heating if the outside temperature drops to below freezing. There is frost protection built into the system to deal with extreme weather. The Business Manager will try to ensure that an assessment is made of all pipes to ensure that all necessary pipes are protected to prevent or reduce the risk of freezing.

SITE CLEARANCE

a) **Policy** – It is the school's policy that snow will be left on the playground and a pathway made through the playground from the gate to the main door and also the decking will be cleared up to the entrance of the mobile unit by the School Caretaker. It is the view of the school that if the Local Authority has not cleared the roads the school has no duty to take further measures than those taken by the Local Authority.

The school will take all reasonable measures to ensure that those individuals entering the site will remain reasonably safe from injury but the school acknowledges that in times of extreme weather it is not possible to make the site completely risk free.

b) **Responsibility for Working Parties** – Snow Clearance of the car park has been offered by Clive Warcup and a salt bin has been installed near the car park to assist with the clearance. The Parish Council has also offered to clear the public path to the school.

c) **Priority Areas** – subject to the requirement that the Local Authority has cleared Station Road the Parish Council will clear a pathway of one metre wide from the car park to the main entrance. They will ensure the following:

- i) They will assess the need for personal protective equipment for each member of the working party. Particular regard will be given to the adequacy of their clothing, whether they are working in an area where a high visibility vest would be a requirement and whether they have suitable footwear and gloves.
- ii) The competent person will assess the suitability of any equipment brought on to the site to be used by the working party.
- iii) The competent person should emphasise the need to avoid manual handling at all times;
- iv) The competent person will ensure that snow and ice is completely removed from the path using a snow scraper or shovel (not brushed). Once the snow and ice have been completely removed rock salt should be used to assist grip.
- v) The pathway is to be checked regularly throughout the day by a teaching assistant in the school to ensure that it has not re-frozen.

d) **Temporary Closures** – The Head Teacher and Business Manager will assess the risk of areas that they consider to be of low priority of hazardous and take the necessary measures to identify them as out of bounds by communicating this decision to children and staff or by use of signage or tape. Particular consideration will be given to canopies, trees or perimeter fences that may cause a danger due to snow accumulation or wind damage.

e) **Salt stocks** – The Caretaker will assess the level of salt stock required and ensure that adequate stocks are maintained.

VEHICLE ACCESS AND MOVEMENTS

The Head Teacher will at her absolute discretion as part of her risk assessment of on-site traffic take such measures as she feels appropriate to restrict the entry of motor vehicles to the School Car Park during period of adverse weather.

September 2014