

Adverse Weather Conditions Policy

15th December 2017

1.0 Introduction

- 1.1 The school will make every effort to remain open whenever possible.
- 1.2 The decision to close the school will be made by the Education Department/Head Teacher. 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 to travel.

2.0 In the Event of Heavy Snow Before the School Day Starts

2.1 **Parents**

- 2.1.1 When school closure is a possibility parents should find out whether the school is open by:-
- Checking the gov.je Website www.gov.je to see if St Luke's is in the list of the schools that are closed.
 - Listening to BBC Radio Jersey (88.8FM/ 1026AM) and Radio 103 (103.7 FM).
 - Visit the School website (www.stluke.sch.je) or Facebook page
- 2.1.2 If it is decided that the school will open, but the road conditions are difficult, parents should ring the school to advise that they are likely to be late.
- 2.1.3 If parents assume that the school is closed, but it is actually open, the absence will be recorded as unauthorised unless the Head Teacher is satisfied that there are exceptional circumstances. (see para. 2.3.2)

2.2 **The School**

- 2.2.1 The Education Department /Head Teacher will decide whether the school will open taking into account the conditions at the school and the ability of staff to get there.



- 2.2.2 If the Education Department /Head Teacher decides the school will close he/she will update the website/Facebook accordingly (Once the SIMS parent mail/text service is fully operational school will also text message to advising staff and parents of the closure).

It is important for Parents to undertake the action at 2.1 above in case the (SIMS parent mail/text system is not fully operational or slow due to the number of schools trying to use it.

- 2.2.3 The school fully appreciates that in bad weather children may arrive later than usual.
- 2.2.5 If there are adverse weather conditions in the morning the Head Teacher can allow parents to bring their children into the main hall to wait for Early Work to begin at 8.30am. **Whilst waiting in the hall all parents must supervise their own children.**

2.3 **Exceptional Circumstances**

- 2.3.1 The School recognises that there may be cases where families are “cut off” due to particular difficulties in the area in which they live.
- 2.3.2 In such cases parents should advise the Head Teacher of their particular circumstances so he can justify to the Education Department why the absence should be authorised.

3.0 **In the event of heavy snowfall during the school day**

- 3.1 If there is heavy snowfall during the school day the Head Teacher will decide whether it is necessary to close the school.
- 3.2 The Office will contact parents and ask that they pick their child/children up from school as soon as possible.
- 3.3 The Staff that live furthest from the school will be permitted to leave at the earliest opportunity.
- 3.4 A skeleton staff will remain in school until all of the children have been collected.
- 3.4a Staff will be sent home in terms of who has furthest to travel:

