



OUR LADY'S SEVERE WEATHER PLAN

Dear Parents

Just in case, once a year we inform parents of the procedures for closing the school in the event of snow or severe weather for the safety of our pupils, families and staff.

The decision to close a school will normally rest with the Headteacher or in her absence the Assistant Headteacher and be confirmed with the Chair of Governors or if he is unavailable the Vice Chair. The decision should be made where possible before 7.30 am and on the basis of information received from the media about weather, supplemented by on the spot observation, either personally or from staff members better placed to make such observations and through appropriate external agencies such as the Met Office.

It is hoped that this will only happen on rare occasions but if it does an informed decision will be made on all the up to date information:

1. Safety of staff travelling to school by car will be assessed.
2. Safety of parents bringing children to school by car will also be assessed; we do not want to take the risk of any of our children being involved in accidents. In particular, access to the school, i.e. road conditions (obstructions, snow, ice, flooding etc).
3. The ability to provide adequate/purposeful learning activities for large numbers of children with a small number of staff, and keeping within Health and Safety guidelines, will be assessed.
4. Breakdown of school essential services (heating, electrical services, water, storm damage etc).

When all of the above have been taken into account a decision will be made and local radio stations will be contacted between 6.30 and 7.30 in the morning. Parents should listen/look for announcements on the following stations:

1. Heart 96.2-97.3 FM www.heart.co.uk/northdevon
2. BBC Radio Devon 103.4/ 95.7 FM <http://news.bbc.co.uk/local/devon>
3. A notice will be posted on the school website.

www.ourladys.devon.sch.uk

Parents should ring school transport if their children use this service. However, parents should not telephone the radio stations as this prevents other schools trying to get messages through and delays information being broadcast.

On the first day of school closures there will be a staff member in school between 8.30am and 9.30am and a sign will be put outside the school gates for those who live close enough to walk to school.

If the school is open parents should use their discretion, in the knowledge of their own situation, before sending their child into school.

For future reference, in bad weather, please can you send children to school suitably dressed with wellingtons, hats, gloves etc so that we can all enjoy some time in the snow together. There is nothing more exciting for children than fresh snow and I am happy for them to enjoy it at playtimes provided it is safe, supervised and they are warmly wrapped.

We do hope that parents will understand that the decision to close the school is not an easy one. If you have any questions please do not hesitate to contact the school.