



Calday Grange Grammar School

Procedure to be used in the event of adverse weather conditions

We are committed to minimising disruption to the education of our students and we will always endeavour to keep the school open wherever possible but there are rare occasions when we will find it necessary to close the school. These are usually occasions when adverse weather means that the school site is unsafe and poses health and safety risks to the school community.

Decisions on whether or not to close the school are never taken lightly. They involve both the Senior Leadership Team and representatives of the school's Governing Body. The first consideration is always the safety of the students and staff. If, due to adverse weather conditions the staffing complement is too low, health and safety risk assessments may mean that we cannot open the school to all year groups.

Our aim is to avoid, as far as possible, any uncertainty and confusion in the event of possible school closure. We believe that the best way to do this is to communicate as fully as possible with our parents.

In the event of adverse weather prior to the start of the school day:-

A decision will be made between 6.00 am and 7.00 am as to whether the school should be open or needs to be closed. In the event of closure, by 7.30 am (wherever possible), the school will ensure that:-

- an automated text or email message is sent to parents and staff via the SchoolComms system
- the school website has been updated
- an update is available on our social media sites

Note: Please be aware that during bad weather the school will run all external examinations at the published times and students should continue to monitor the school website for details.

In the event of adverse weather during the school day:-

If the school is open in the morning but the weather conditions deteriorate during the day, we will continually assess the risks. The decision whether to close the school will be made taking into account:-

- School transport (these are often cancelled during periods of snow and ice)
- Condition of the local roads
- Weather updates through the local authority and MET office

Should the decision be taken to close the school we will inform parents via:-

- an automated text or email message sent from the SchoolComms system
- a notice on the school website
- information on our social media sites

We understand that it may be difficult for some parents to collect their child and therefore contingency plans will be put in place to ensure that the school remains open until all students are collected.

In the event of prolonged closure due to weather, parents should continue to monitor the school website as it will be updated on a regular basis with the latest information.

As we draw students from a large catchment area, parents should always assess if it is safe for their children to leave for school based on their local weather and their safety in travelling to and from school. If you decide not to send your child into school we ask that you notify the school on the day of absence via the absence line or email. This will then ensure that the absence is recorded as authorised.

We will always do everything in our power to avoid school closure and would greatly appreciate your support during these difficult times.