



Winter Weather Plan for Hollingwood Primary Academy

It is the policy of the school to make every effort to remain open whenever possible. The decision to close the school either before or during the school day will be made by the 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 for travel.

School Closure Procedures

If the school is to close prior to the start of the school day:

1. Staff will be contacted by the Head Teacher or a member of the SLT. Preparation will be made for children to revert to home learning.
2. The closure will be recorded on the school's website and Class Dojo.
4. DCC will be contacted via school closure website.
5. The school will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents. However, parents are expected to check the websites when it is clear that a closure is a possibility.
6. The school appreciates that during bad weather children may arrive later than normal; parents should endeavour to contact the school to let them know they are on their way if likely to be delayed.

In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances:

1. Parents will be contacted by dojo to advise them of the early closure. Such an early release will only be contemplated in very extreme circumstances.
2. Children are expected to continue their studies at home and advice will be provided on dojo.

Site Safety

1. Parents, children, visitors and staff will be aware that pathways, even where cleared, do remain hazardous. Children will also be reminded of this in assembly.
2. In icy conditions the site team will make every endeavour to salt pathways from the main gates to the nearest entrance into the building.

3. Where necessary, essential pathways will be maintained as clear as possible throughout the day.
4. On school days where the school is closed to pupils, the site team and senior staff will monitor conditions in order to re-open the school as soon as it is safe to do so.
5. During adverse weather conditions, the playgrounds may be out of bounds at the beginning and end of school, and if necessary, at break times as well.
6. In the Head Teacher's absence, the most senior leader (Lois Clarke DHT) on site will assume responsibility for making all decisions relating to the Winter Weather Procedures.

Impact on staff

1. Our priority is for the children and staff of Hollingwood Primary School. However, it is understood that members of staff will also need to take responsibility for their own children as well as their own transport arrangements in adverse weather conditions.
2. When the school is open, it is expected that all staff will do their best to get to work even if this means that they will be late. Keeping the school informed of any problems that staff encounter is a priority.
3. If pupils are dismissed during the school day, we will need to ensure adequate supervision for those who remain in school. Staff will be informed by a member of SLT as to when they can leave. This will be done as soon as is reasonably possible. Priority will be given to those staff who have been advised by their child's school that their child must be collected because their school is closing and also for those staff who live furthest away.
4. If the school is closed staff should ensure that lessons are available on the home learning portal to allow children to continue their learning. Staff will use any snow closure time to continue working at home.

Approved by Headteacher:Chris Stewart.

Date to be reviewed: November 2024.