

DISLEY PRIMARY SCHOOL
'PROUD TO BELONG'



ADVERSE WEATHER POLICY

Approved by	Head Teacher	Date: May 2026
	Governors	
Next review	Feb 2028	

Adverse Weather Procedure

It is the aim 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.

What happens if the weather deteriorates during the day:

- The school will only close in the event of severe weather. The decision will be made by the head teacher, based on ensuring the Health and Safety of students and staff.
- If a decision to close the school is made, it will be posted on the school website, and parents will be advised via Class Dojo and Tapestry. Parents should ensure that the school has up to date mobile phone numbers and email addresses.
- Students will be collected from the main entrance in school. Teaching staff will be asked to help supervise students whilst they are present.
- School will be kept open and appropriately staffed until the last student has left the building. It is advised that staff who would have the most difficult journeys home be allowed to leave as soon as possible.
- Please note that staff are **not** permitted to give lifts to students.
- Teaching staff will be advised to upload work for students onto Class Dojo as soon as practically possible if closure due to adverse weather lasts more than one day. Students will have homework bingo boards available too.

The closure will be announced via the following methods:

Announcement	Staff member responsible	Second staff member (in the event of absence)
To Cheshire East County Council by email (see Appendix 2)	Headteacher	Deputy Headteacher
Chair of Governors	Headteacher	Deputy Headteacher
Website announcement	Headteacher	Deputy Headteacher

Parents will be advised to check the school website or Class Dojo/Tapestry for updated news regarding subsequent days.

Severe Weather Overnight:

- Any decision to close the school to students will be made as early as possible.
- Alternatively, a decision may be made to delay the opening of the school to provide sufficient

time for routes to be gritted or cleared.

- If a decision to close the school or delay opening is made this will be communicated to parents, carers and staff as per the table below.
- Student absences during 'official' closures will be marked as authorised.
- Where possible, there will be a skeleton staff manning the telephones and to be on hand should a student not get the message and arrive at school.
- Where a decision to close the school to students is made, staff should endeavour to make their way into school if it is safe to do so. Only when the head teacher makes the decision that school is closed to both staff and students should they not attempt to come in. This will be advised in any messages to staff.
- Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevents the child coming into school risk their child's absence being registered as an unauthorised absence.

Procedure for assessing conditions on site:

The first person normally on site will be the Caretaker with responsibility for opening up. Where snow has fallen overnight, or other adverse weather prevails, and conditions are considered to be particularly dangerous, they should contact the head teacher immediately.

If the Caretaker is unable to reach the site, they must inform the head teacher as soon as possible.

The school bursar/office admin assistant will make every effort to attend school straight away to evaluate the conditions.

Once on site the bursar/office admin assistant will make contact with the head teacher to provide an appraisal of the conditions. They may recommend that the school is closed due to a clear, obvious and immediate danger to either students or staff, but would seek to confirm such a decision with the head teacher before taking any further action.

In addition, where appropriate;

- All staff will be contacted to attend school as early as possible to attempt to make the site safe.
- In the event of snow and ice, the caretaker will set about clearing the priority routes first. The priority routes are the footpaths around the school which allow access to most parts of the building. Priority routes to clear and grit for the caretaker will be the footpaths around the site, the route to Disley via all entrances and outside fire exits.
- Once the priority routes have been cleared and gritted, secondary routes will be treated.

Once closure or a delayed opening is confirmed, the following action is to be undertaken:

Announcement	Staff member responsible	Second staff member (in the event of absence)
Place notice on school website	Headteacher	Deputy Headteacher
Advise parents and carers via dojo and tapestry	Headteacher	Deputy Headteacher
Advise staff via text message and email	Headteacher	Deputy Headteacher

Advise Chair of Governors	Headteacher	Deputy Headteacher
Switchboard message	Headteacher	Deputy Headteacher

The head teacher will be responsible for ensuring that the various media are kept informed of developments and proposed re-opening of the school.

In the absence of any notification, all staff should check the various websites and social media. Where the school is not 'officially' closed, all staff should make every effort to get into work. Staff who, despite their best efforts, are unable to get to work should ring the head teacher as soon as possible.

Where the school remains open, but conditions are particularly poor, it is the responsibility of the head teacher to identify the extent of absenteeism, and review the safeguarding implications of running the school with reduced staffing. At this point, a decision to close may be appropriate, and the process above is initiated.

Remote Education

If a decision is taken to close school for a full day, children will be able to engage with work set on homework bingo boards. Staff will be contactable via dojo/tapestry if advice is required/

If the school remains closed, further work/activities will be uploaded on to Class Dojo/Tapestry

Work should include a variety of activities including PowerPoints, White Rose Maths videos, Oak Academy lessons.

General winter precautions when not closing the school:

There is a statutory duty under the Health and Safety at Work Act 1974 to ensure safe access and egress routes to, from and around the premises for staff, students, service users and visitors. The school will take the following precautions in order to help meet this duty:

- Ensure there is a suitable risk assessment in place including a plan for the clearing/gritting of access and egress routes.
- Ensure there is a suitable supply of grit/salt on the premises to deal with icy/snowy weather.
- Access to unsafe routes/areas that have not been cleared/gritted will be prevented via barriers and signs and gates locked where possible.
- Ensure that all users of the school are made aware of the designated cleared/gritted routes. This will be via messages on Class Dojo/Tapestry (parents) and appropriate signs and barriers on the school site.
- Staff should wear appropriate footwear during icy/snowy conditions.
- The head teacher will determine which areas are accessible for during break and lunch times and access will be restricted as above.
- If the temperature remains at or below freezing, routes will be checked periodically throughout the day and re-gritted as necessary.

- Adequate matting will be in place at all entrances and regular cleaning/mopping will take place to reduce the risk of wet floors within the building.

Appendix 1 – Guidance for Parents and Carers

Advice to Parents and Carers

Please note in the event of severe weather that may affect the school's normal opening hours, the following procedures will be put in place:

What happens if the weather deteriorates during the day:

- The school will only close in the event of severe weather. The decision will be made by the head teacher, based on ensuring the Health and Safety of students and staff.
- If a decision to close the school is made, it will be posted on the school website and Class Dojo/Tapestry and parents will be advised via Dojo/Tapestry message. Parents should ensure that the school has up-to-date mobile phone numbers and email addresses.
- School will be kept open and appropriately staffed until the last student has left the building.
- Please note that staff are **not** permitted to give lifts to students.
- Work is uploaded to Class Dojo if closures exceed more than a day; students should make reasonable efforts to complete work set on homework bingo boards.
- Work will be available from 11am on the following day of closure (if school is closed for more than a full day) and for all subsequent lessons while the school remains closed
- Work may include pre-recorded lessons, PowerPoint presentations, Oak Academy lessons

Severe Weather Overnight:

- Any decision to close the school, or to delay the opening of the school, will be made as early as possible.
- If a decision to close the school is made, it will be posted on the school website and Class Dojo/Tapestry, and parents will be advised via dojo message and email. Parents should ensure that the school has up to date mobile phone numbers and email addresses.
- The school will also advise Cheshire East County Council of the closure.
- Where possible, there will be a skeleton staff manning the telephones and to be on hand should a student not get the message and arrive at school. Where this is not possible an answer phone message will be left on the main switchboard.
- Student absences during 'official' closures will be marked as authorised.
- Work will be uploaded onto Class Dojo for students as soon as practically possible, taking into consideration the logistical difficulties staff may have had in attempting to journey to school.

How you can help:

- Relay the message to anyone you know who may not be able to be contacted by the school
- Where possible, keep regular checks on the school website and Class Dojo/Tapestry as well as the School Website: <http://disleyprimary.org.uk>

Ensure that school has your up to date mobile phone number and email address.

- If your own circumstances dictate that your child is unable to make it into school due to adverse weather conditions, please advise the school immediately via telephone.
- Parents acting on the assumption that the school would be closed without gaining confirmation,

or failing to inform the school of the circumstances that prevents the child coming into school, risk their child's absence being registered as an unauthorised absence.

Appendix 2 – Email Advice to CECC

School Closures

During severe weather conditions, such as extreme heat, flooding, storms, or snow, you should keep your setting open for as many children as possible. However, it might be necessary to close temporarily due to inaccessibility or risk of injury. You should do all you can to reopen as soon as possible.

Where settings are temporarily closed during severe weather, they should provide remote education for the duration of the closure, in line with DfE guidance. Providing remote education does not change the imperative to remain open, or to reopen as soon as possible.

The decision to close a school is made by the headteacher in consultation with the Governors/Trustees. Consideration must be given to the welfare of vulnerable children, those with additional needs and those requiring free school meals. Schools will then follow their own closure procedures for alerting parents and students, and for alerting services suppliers, e.g., school meals, school transport, etc.

In order that correct and consistent information is available to residents, if your school or academy intends to close, please notify schoolgovernance@cheshireeast.gov.uk with a follow-up email when your school re-opens.

Schools may wish to access the emergency planning advice on the GOV.UK website and inform parents using a school to parent contact system or social media.