



**SOUTH MOLTON**  
COMMUNITY COLLEGE  
— supporting success —

# Bad Weather and School Closure Policy

**Adopted by the Governing Body: February 2015**

## **1. AIMS**

- 1.1 To provide clear guidelines as to the action to be taken when bad weather threatens closure of the College. (Every effort will be made to keep the College open as long as possible).
- 1.2 To ensure that the safety of individuals, both pupils and staff are of paramount importance and whenever there is risk to life and limb it will prove necessary to close the College.

## **1. RATIONALE**

- 2.1 Consultation with weather agencies, police, area office, etc., may help the Principal to come to appropriate decisions but in the last resort it is the local conditions which will dictate the wisest course of action.
- 2.2 Consultation between the Principal and Chairman of Governors is recommended where possible.
- 2.3 In the event of closure the safety of each individual child will be ensured.
- 2.4 Whenever possible advance warning of closure should be given to children and parents and announcements made on radio and school website.
- 2.5 The staff of schools should try to reach the school where they are employed. If weather conditions make that impossible they should report at the school nearest to their homes.
- 2.6 The Principal will do everything possible to ensure that an adult is available at school to look after any children who manage to reach school.
- 2.7 There be any other occasions when closure has to be considered as, for example, when the school has no heating or lighting, before coming to a final decision it is advisable for the Principal to contact a member of the Area Office Support Team.

## **3. PROCEDURES**

- 3.1 Annually, all students travelling by bus will be informed of the school policy on school closure due to bad weather. Parents will be asked to nominate whether they wish for their child to remain at school or be transported home earlier in line with guidance from Devon County Council.

### **3.2 Onset of Snow during the School Day**

If there is snow during the school day, the Principal, or the Senior Representative in their absence, may determine whether pupils are to be sent home early at the onset of heavy snowfalls. School transport and bus companies may also inform the school that buses/taxis will be arriving early as conditions are becoming difficult on specific routes.

### **3.3 Pupils who use School Transport**

- i) The decision to bring in school transport will be made by the Principal or the Senior Representative should bus companies have not been in contact to collect pupils earlier. The Transport Co-ordinator will liaise with the bus companies.
- ii) Pupils will remain in the classrooms until called for by The Vice Principal. When called pupils will go to the Hall with bags, coats, etc., and wait in their bus groups.
- iii) When the bus arrives pupils will go on to the bus and wait quietly while the bus register is taken.
- iv) Annually all parents of children travelling by bus should nominate where the child should go in the event of bad weather.

#### **3.4 Pupils who do not use School Transport**

- i) If they use other transport, telephone calls can only be made with the permission of the Vice Principal.
- ii) If local South Molton pupils, they must remain in their classrooms until they are amalgamated into teaching groups by the Vice Principal.

**3.5** The Principal will liaise with staff who have long journeys home and amalgamate their classes in conjunction with the Vice Principal.

#### **3.6 Onset of Snow during the Weekends, Evenings or overnight**

- i) Pupils waiting for school transport en route to school wait for 10 minutes if there is a possibility of transport then return home if no transport arrives.
- ii) Local pupils will attend school unless there is a message on local radio or the school website that school is closed. Only the Principal will liaise with the local radio stations.
- iii) Staff who cannot get into South Molton should report to their nearest school/education establishments if able to do so safely, and inform the College of their whereabouts.
- iv) Pupils arriving in school on these mornings must report to the Hall for registration. reorganisation of the timetable and lunch arrangements.