



Bad Weather Policy

Owner	Deputy Head and Head of Primary
Authorised by	Head
Dated	January 2018
Review	January 2019

We will endeavour to keep the school open and operating as normal. However in the event of severe adverse weather it may be necessary to make a decision to close the school for the safety of the pupils and staff.

BAD WEATHER DURING THE DAY:

The school will remain open as long as we are able to ensure the school site is safe for the pupils and staff. We will consult local weather reports to help us judge the severity of the weather conditions and will listen to the advice of the bus company in relation to routes further afield. A decision to close the school during the school day will generally only be made if we feel that this is the best way to ensure that pupils can return home safely.

If a decision is made to close the school, parents will be sent **a text and/or an e-mail via Highpost** and this **information will also be posted on our website**. Parents are requested not to contact school to enquire about closure as this will block the telephone lines which may be needed by the school. In particularly severe conditions where there are likely to be problems with coaches and public transport, we aim to use Radio Derby to convey the news as widely as possible.

The school will arrange for the buses to come and collect pupils who would normally use them. It is advisable for parents to have alternative arrangements in the event that the buses cannot run due to bad weather. It is helpful if pupils are aware of the arrangements parents are likely to use in the event of the school closing due to bad weather.

BAD WEATHER OVERNIGHT:

The school will be closed only if it would be hazardous for a significant number of staff and pupils to get to school, or if insufficient numbers of staff can get into school to ensure adequate supervision of pupils, or if the school site is unsafe for pupils and staff. Weather reports, information about the school site and the advice of the bus company will be sought early in the morning. Consultation with Derby Grammar School will take place, although each school will make its own decision. **A decision about whether the school will be open or shut will be taken before 7.00am.**

We understand that some students travel some distance from areas where the conditions may be very different. Parents are asked to use their judgement as to whether it is safe for their child to travel to school on any particular day; if it is not, parents are asked to notify the school.

If the school is shut:

- **A message will be posted on the school website by 7.00am.**
- Radio Derby will be informed so that parents can check their website or listen to information in their broadcasts.
- Highpost text: a message will be sent to parents confirming the closure. However, since bulk messages sometimes do not get through immediately, parents are asked to check the school website for a message about closure.
- Email will be used to give detailed information and staff and senior girls should check their school email.

Important work for students

If the school closes early, students in exam classes should take home relevant school books, in case of the continued closure of the school. If the school is closed for more than one day all exam pupils must consult their school email/DHS Gateway to access work set by the teaching staff.

PLEASE NOTE THAT IT ESSENTIAL FOR US TO HAVE CURRENT MOBILE PHONE DETAILS FOR THE HIGHPOST TEXT MESSAGE SYSTEM TO WORK EFFECTIVELY.