



## BCS Adverse Weather Plan: Parents and Carers

In the event of adverse weather, the safety of our children, their parents and our staff are the determining factors in keeping our school open. School closure will only be considered if the risks to children and staff are greater than the importance of continuity of education.

The ability to travel safely to and from the school will be considered as well as the facilities available in school. If the conditions are such that the roads are blocked by snow and too few staff are available to ensure the correct ratio of adults to children, school closure will be considered.

Other risk factors that will be taken into account when considering school closure include adequate heating and running water, and the need to travel safely around the school site.

The Senior Leadership Team (SLT) and site staff will keep up-to-date with the weather forecast and will make a decision as early as possible. Two possible scenarios may be put into place:

### Scenario 1: Late Start

If conditions are harsh, but the risk assessment deems it safe to open the school, the school will run a late start, allowing as many staff and families to get to school as possible. The school day will begin an hour later than usual: registration will be at **9.45am**. The school gates will open from 8.45am. Breakfast club will run as usual from 7.30am.

In the event of a late start, activities which usually begin before the school day will not take place i.e. walking bus and Early Bird classes, choir, sports clubs. We will let parents know directly about other activities, e.g. swimming and Outdoor Learning.

We will ensure each class has a Teacher or TA to register the pupils and begin the day.

If the decision is made to have a late start, **the office team will notify parents via email and class Whatsapp groups** and put a **message on the scrolling bar of the school website**. The head of the kitchen will let the school know if meals can still be provided or if parents will need to provide a packed lunch. The school will aim to have all information communicated to parents by **7.15am**.

Parents will be permitted to collect children half an hour earlier, from **2.45pm**, allowing safe journeys home in daylight. We will let parents know during the course of the day whether children will be dismissed from their classroom or the school hall.

After school enrichment clubs may be cancelled if there has been heavy snow fall to enable children and families to travel in the safety of daylight, or an alternative programme of clubs may be provided. This will be reviewed and communicated during the school day. Newton Lang will contact parents separately about their after school care.

### Scenario 2: Full School Closure

If a decision is made to close the school, **the office team will notify parents via email and class Whatsapp groups with instructions of where to find the day's learning** and put a **message on the scrolling bar of the school website**. The school will aim to have all information communicated to parents by **7.15am**.

The SLT will review the situation during the day and the office team will contact staff and parents via Arbor and the website with updates and anticipated plans for the following day.