

St Gregory's  
CATHOLIC PRIMARY SCHOOL



Pursuing Excellence:  
Welcoming All

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# **ST. GREGORY'S CATHOLIC PRIMARY SCHOOL**

## **SEVERE WEATHER POLICY**

**Members of staff responsible:**

**Mr. John Daley**

**Date policy approved by the Governors:**

**January 2019**

**Date to be reviewed:**

**Autumn term 2021**

The decision to close the school is not taken lightly. Children have an entitlement to 190 days education annually and may also have an entitlement to a free school meal. When staff and children can get to school, then the school should remain open no matter how few children are in attendance. The great majority of our children are within safe walking distance of their homes and therefore school should remain open for them.

The responsibility for deciding to close the school because of severe weather lies with the Headteacher, preferably in conjunction with the Chair/Vice-Chair of governors. The Headteacher must make the judgement in light of local circumstances. Before arriving at that decision, the Headteacher must take steps to ascertain the situation at the school itself.

Cheshire state the following:

There is a contractual obligation on employees to make every reasonable effort to get into work irrespective of the weather conditions.

If employees are unable to get to work or there are justifiable grounds for considering it unsafe to do so (not just the general media announcements "do not travel unless it's an emergency"), they must phone their line manager as soon as possible to advise them of the position. If at any time during the day the situation changes, employees should make every effort to attend work. If employees are unable to get into their normal work base but can attend other County Council premises, this should be considered, and where it would enable them to work but not disrupt the services provided by that establishment, this may be agreed by the line manager. Alternatively, the line

manager may agree that the employee can work from home for the day, if this is feasible, in which case the employee will be regarded as being at work.

Employees who attend work will have their normal working hours for the day credited, even if they arrive late and/or leave early (with their line manager's approval) because of the weather conditions.

If employees do not attend work because of the weather conditions they will be required to take annual or flexi leave.

Therefore, staff make every effort to reach the school when the weather is bad, but there are occasions when the school is unable to open. Thus, in the event of inclement weather the following procedures will take place:

1. The Headteacher will telephone the site maintenance officer and Deputy Headteacher at 07:00am
2. If it is deemed unsafe to open school, all staff and Governors will be informed by telephone before 07:30am
3. The Headteacher will contact Canalside radio and Silk FM to inform them of our decision
4. The school's website will be updated
5. A member/or members of staff will attend school as early as is possible to respond to telephone calls and inform parents of the decision.

**IT IS IMPORTANT TO REMEMBER THAT THE SCHOOL WILL ALWAYS  
REMAIN OPEN UNLESS OTHERWISE INFORMED.**