

## **Bournville Infant and Bournville Junior Schools – Joint Inclement Weather Policy**

It is the policy of the schools to make every effort to remain open whenever possible.

The decision to close the schools either before or during the school day will be made by the Head Teachers, in consultation with the Chairman of Governors. The schools 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.

If the schools are to close:

1. The closure will be recorded and displayed on the Birmingham City Council and school websites by the Head Teachers. The media (BBC WM 95.6; Heart FM 100.7 and Free Radio 96.4) will then broadcast details.

2. Parents who have opted into the scheme will be alerted to the closure using a text service activated by the schools once the closure has been logged with the City Council.

The schools will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents. However parents are expected to check the website and/or make themselves aware of the radio broadcasts when it is clear that a closure is a possibility.

The schools appreciate that during bad weather children may arrive later than normal; parents should endeavour to contact the school(s) to let them know they are on their way if likely to be delayed. In isolated instances where parents are unable to get their children into school(s), they should inform the school(s) of the circumstances of this exceptional situation, as the school(s) has a duty to clarify the circumstances of each case so as to be able to formally authorise the absence to the Local Authority. Parents acting on the assumption that the school(s) would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevents the child coming into school(s) risks their child being registered as an un-authorised absence.

Staff and children are strongly advised to wear appropriate clothing and footwear for extreme weather conditions.

Where the school is officially closed, all absence is counted as authorised absence.

In the event of the school having to close during the day due to unforeseen worsening weather, or similar unforeseen circumstances, parents will be contacted by text or if

necessary by phone either at home or work and asked to collect their child/ren. Such an early release will only be contemplated in very extreme circumstances.

In the event of snow some pathways will be cleared and salted.

Parents, children and visitors will be made aware that pathways, even where cleared, do remain dangerous. Children will also be reminded of this in assembly. Before and after school opening hours parents are responsible for ensuring their children do not slide on the school playground.

In icy conditions the pathways will be salted as follows:

**Infant School:**

Pathways from the front gate to the following:-

- a) the main entrance
- b) Kindergarten
- c) to the hall entrance
- d) the Infant car park
- e) the ramp to the first floor classroom and a path to the ground floor classroom.

**Junior School**

A pathway from the car park entrance to the following:-

- a) the main entrance

Pathways from the pedestrian gate to the following:-

- b) side steps by the cloakroom
- c) breakfast club steps
- d) boys toilet entrance
- e) then a pathway through the junior playground to the Infants gate

**See marked pathways on attached map - Appendix 2**

In the case of heavy snow the school will take the following actions:

- 1) The Head Teacher will direct the School Business Manager to contact the emergency snow clearing company to clear site and pathways with a snow plough (the company prioritises where their assistance is needed).
- 2) The Head Teacher will direct the School Business Manager to send texts to a parent task force if there is an indication of extreme conditions where the task force's assistance may be required. A further text will be sent as soon as possible to confirm that their assistance is needed. The task force will be asked to arrive at school from 7.30am to assist in manual clearing of site and pathways.
- 3) Contact Bournville Village Trust if additional assistance is required.

Where necessary, essential pathways will be maintained as clear as possible throughout the day.

In severe weather conditions it may not be possible for meals to be transported from the Juniors to the Infants. Therefore, parents will be asked to provide a packed lunch. Every effort will be made as soon as possible to seek assistance from BVT or contractors to clear vehicle access for the meals to be transported. Furthermore parents may be required to only access the Junior School via it's Woodbrooke Road entrance and the Infant School via it's Linden Road entrance, and will not be permitted in these circumstances to use the playground as a shortcut as this is not a right of way.

The Infant School staff car park will be closed to staff after 8:00am, to enable the playground to be cordoned off.

On school days where the school is closed to pupils, the pathway will still be maintained during snow and icy weather on a daily basis by the caretaker, so as to keep the pathways clear and prevent build up of ice and snow.

During significant adverse weather conditions, the school hall will be open from 8.40am. All children should enter the school directly by the front entrances and take themselves into the hall.

During adverse weather conditions, the playground may be out of bounds to parents and children at the beginning and end of school, and if the Head Teacher decides it necessary, at break times as well.

In the Head Teacher's absence the Senior teacher on site will assume responsibility for making all decisions relating to the Adverse Weather Policy.

Appropriate risk assessments are in place and reviewed annually.

**Appendix 1: Map of pathways to be cleared / used by staff, parents and children.**

Approved by Governors Summer 2013

For review in line with Health & Safety Policy (Annually)

**INCLEMENT WEATHER POLICY**  
Bournville Infant and Junior Schools  
Appendix 1

