



St Anne's  
Church of England Academy

The best for everyone  
The best from everyone  
We have faith in our future

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# SNOW POLICY

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Policy approved by	Local Governing Committee
Date Approved	1 <sup>st</sup> October 2024
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## 1. Introduction

In the event of snow, every effort is made to ensure that the school site is safe and accessible. In extreme weather, there may be a need to collapse and amalgamate classes or provide remote learning.

This policy sets out the expectations of students, parents and staff during snowy weather.

## 2. School Actions

The school makes every effort to stay open during conditions of adverse weather, but our young people's safety, both on-site, and when travelling, is our priority.

- We take all possible steps to ensure that access to the site and the school is safe. We do our best to clear and grit the drives and walkways.
- We monitor weather forecasts closely and take advice from a range of agencies. In exceptional circumstances the Headteacher may make the decision to close the school. Where this is the case, every effort is made to give notice to parents the night before, but if conditions are worse than expected, the notice to close will be posted on the school website by 7.30am where possible. Communications will also be sent to parents via Edulink and through social media.
- Where weather conditions worsen once school is open, the Headteacher may make the decision for early dismissal of students. Where this occurs, parents will be notified via Edulink, social media, the homepage of the school website and phone calls home if necessary.
- Where the school is closed or takes the decision for early dismissal, lessons may be delivered remotely via Microsoft Teams. This provision is not available for individual absences, only for full year groups or whole school.
- As always, the school provides a Breakfast Club with free cereal and bagels for all students; we encourage students to arrive early and take advantage of this free service, particularly during spells of cold weather.

## 3. Parent/Carer Actions

- Parents must encourage good attendance, even during adverse weather. When the school is open, it is expected that students will attend. Any absence during snow is classed as an unauthorised absence unless there is a valid reason in accordance with the school's Attendance Policy.
- Parents and carers must ensure that their child is appropriately dressed during adverse weather, i.e. they have a suitable coat and sensible shoes or boots.
- Students wearing boots to and from school must change into their normal school footwear on arrival at the school building.
- Parents and carers must ensure that their child knows how to get home if their normal bus service is disrupted and that they have a 'Plan B' to go to a friend or a relative until they can be collected or conditions ease.
- Where lessons are delivered remotely, parents and carers must ensure that their child attends the remote learning sessions via Microsoft Teams. Parents and carers whose child does not have access to a computer at home should contact the school in advance.
- Parents and carers must not drive on to the school site. This is for the health and safety of all staff and students.
- Parents are urged to check the school website on a daily basis throughout adverse weather. Normal opening will be notified via the website homepage and there will be a message to all parents via Edulink.

## 4. Student Actions

- Students are not allowed to throw snowballs at any time on the school site or in the vicinity of the school. This is for the health and safety of all.
- Students are reminded that, whilst wearing their school uniform, they are representing St Annes CE Academy, even when travelling to and from school and as such, sensible behaviour is expected.
- Where lessons are delivered remotely, students must attend these sessions. Students who do not have access to a computer at home should speak to their form tutor in the first instance.
- Students are urged to check the school website on a daily basis throughout adverse weather. Normal opening will be notified via the website homepage and there will be a message to all parents via Edulink.

## 5. Staff Actions

- Unless the school is closed, full staff attendance is expected. Staff must follow the normal procedures for reporting absence.
- The default position is the school remains open unless the Headteacher takes the decision to close. Staff will be notified via the website and Edulink messaging.
- All staff must sign in using Sign in app on arrival as normal and manually in the office.
- Once in school, staff will be kept up to date regarding weather conditions via email or verbally.
- Ensure appropriate footwear is worn to reduce the risk of slips, trips and falls. Be aware that when areas have had salt grit/other materials applied it is not a guarantee that the paths are completely safe or slip-proof.
- Student registers should be taken as normal. Paper registers will be provided where necessary.
- All staff are responsible for managing safety on the school site. Note that students are not permitted to throw snowballs under any circumstances

## 6. Cross Reference to Other Policies

- Behaviour Policy
- Uniform Policy
- Health and Safety Policy
- Attendance Policy
- Remote Learning