

**2023-2024**



# **PEEL HALL PRIMARY SCHOOL**

# **INCLEMENT WEATHER AND/OR SCHOOL CLOSURE PLAN**

# Inclement Weather and/or School Closure Plan

Peel Hall Primary School

Executive Head Teacher: S. Lawler-Smith

### Named personnel with designated responsibility

Designated SLT	Deputy designated SLT	Nominated Governor	Chair of Governors
S. Lawler-Smith	Mr C Wilson		H Aaron

Head Teacher	Sign and Date	
Chair of Governing Board	Sign and Date	

Next Review Date	Sep 2024
Committee Responsible	Governing Body
Document locations	Shared Drive

### Change History

Version	Date	Change Description	Stored

## **INTRODUCTION**

Extreme weather conditions caused by snow, ice and fog, which render journeys extremely hazardous, may reduce the number of staff who can access the school. The purpose of the document is to:

- Ensure the safety and wellbeing of all pupils and employees should a school have to deal with severe, inclement weather; and
- Ensure that all employees and parents are clear about their roles and responsibilities in the event of severe weather or school closures.

Extremely hazardous includes those conditions in which the appropriate authorities advise people not to make unnecessary journeys or indeed travel at all.

The decision to close a school unexpectedly is not taken lightly; it is a decision, which will be made by the school (Head Teacher). In all cases, we will seek to avoid a school closure unless it is necessary.

The School aim is to maintain a service to parents and pupils for as long as is reasonably practical. However, the safety of children and staff are paramount in these circumstances. **If there is no announcement made, the school will be opening at the usual time.**

## **PROCEDURES**

If the Head Teacher makes the decision to close the school the following procedures will be followed:-

- The Head Teacher will inform the Deputy Head Teachers (DHT), the School Business Manager (SBM) and The Chair of Governors of any school closure.
- The SBM will Inform the Asset Development Team, Children's Services, of the closure.
- The City of Salford website, <http://www.salford.gov.uk/schoolclosures.htm> will be regularly updated with news of school closures.
- The DHT of each area will inform their staff of a school closure. The SBM will inform office staff, welfare staff. The SENDCos and Inclusion Staff will be contacted by the DHT of KS2
- Parents will be informed by SMS text message / SeeSaw message of the closure, if possible by 7.30 am
- The school answer phone will have an information message recorded on it (0161 790 4641).
- The school website will display an information message <http://www.peelhall.co.uk/>
- The school closure will be posted on BBC Manchester Radio, Key 103, and Capital radio Stations (0161 200 2000/288 5000/ 662 4700).
- If the closure lasts longer than 1 day, further text messages / SeeSaw messages will be sent to parents and the school answer phone and website will be updated if possible. The DHT's and the SBM will update staff daily.
- Parents will be notified of a return school by text message / SeeSaw message and the school answer phone message and website will be updated