

Bishop Henderson Church of England Primary School



Snow and Adverse Weather Policy

Review

Review Cycle	Date of Current Policy	Author(s) of Current Policy	Review Date
Annual	September 2026	Headteacher	September 2027

Ratification

Approved by Governors on:
September 2026

Vision Statement

At Bishop Henderson Church of England Primary School, we are committed to equality of opportunity in line with the Equality Act of October 2010. We endeavour to make a positive contribution to the whole community by demonstrating qualities such as respect, co-operation and valuing differences while celebrating cultural diversity. This commitment applies to our work in the classroom, our pupil support systems, our recruitment and retention of staff and our work in the local and wider community. We promote the principles and practices of equality and justice throughout the school and we aim to be a school where everyone:

- is respected and respects others
- takes part in the life of the school
- achieves to their potential
- develops skills essential to life
- exercises choice
- celebrates cultural diversity

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In the event of disruption caused by heavy snow or adverse weather, the prime concern of the school must always be to ensure the safety of our pupils and staff. The decision to close the school will take account of the safety of all our pupils, staff and visitors, some of whom travel a great distance to school each day. We will always endeavour to open the school in the event of bad weather, as long as it is safe to do so.

School attendance

If the school is open in snow or adverse weather the decision as to whether or not to send a pupil to school, however, must be at the discretion of the parent, taking into account factors such as local road conditions and the availability of childcare.

The school appreciates that during bad weather children may arrive later than normal; parents should endeavour to contact the school to let them know they are on their way if likely to be delayed.

The school recognises there will be isolated instances where families are cut off, even where the clear majority of children can get into school. In such instances, parents should inform the school of the circumstances of this exceptional situation, as the school 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 would be closed without gaining confirmation or failing to inform the school of the circumstances that prevents the child coming into school risks their child being registered as an un-authorised absence.

Staff will always make every reasonable effort to undertake the journey to school. It is appreciated that the journey may take longer than normal and therefore some staff may not be able to arrive before the normal start of the school day. It may be necessary to ask all children to bring packed lunches if the kitchen staff are unable to reach school safely.

Communication with Parents/Carers

In the event of bad weather, parents should check to see if the school is open before travelling to the site. There are a number of ways to confirm whether the school is open or closed. The school will send out a communication to parents via the school email. Notification of a school closure will also be communicated via our Facebook page.

Parents/Carers should also listen for list of school closures on the local radio.

Once a decision has been made to shut the school, the Local Authority will be notified.

If the school is closed, we will try and decide as early as possible and will intend to re-open as soon as we

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can.

School closure during normal working hours

If the school does open, but extreme weather develops during the day, we will aim to remain open until the end of the normal school day. However, this is not always possible when roads are becoming treacherous. In these extreme circumstances, parents will be contacted via our text messaging service and asked to collect their children as soon as possible. The school will also communicate to parents/carers via our Facebook page and website. It is important that parents/carers do not attempt to make contact with the school before any decision has been made about closure and wait for a communication to be sent out. This is to ensure that phone lines are kept open for us to liaise with other schools and agencies.

Under these conditions we will take verbal permission for their child/children to be collected by a nominated adult. We will require all children who are collected to be signed out by a responsible adult. Normal lessons may be curtailed, and the remaining pupils assembled in groups under the supervision of authorised members of staff to await collection.