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## Snow Policy

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Reviewed	Summer 2022
Name of owner/author	Head
Approval by	Senior Management Team
Target Audience	Whole School Community/Public
Where available	Website, Staffshared Drive
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## **1 Policy Statement**

Birkdale School will normally remain open even in the event of a heavy snow fall. If the weather conditions mean that travelling to school represents a significant risk, pupils, teachers and other members of staff should remain at home. Whenever possible, teachers, whether at home or at school, will set work using email or Google Classroom and pupils at home should check this and complete and submit any work set. All members of staff, whether teaching or non-teaching, remaining at home should endeavour to continue to work for the school's benefit and should check their email regularly for instructions.

## **2 Procedures**

### **2.1 Closure at the start of the day**

If it is necessary to close the school because the site is unsafe then the decision will be made by the Head and the Head of the Prep School before 7.00 am on the morning concerned.

### **2.2 Early closure**

In the event of a sudden deterioration in the weather during the day and after consultation with the bus companies, it may be necessary to close the school early. The pastoral team or designated other in each building will act as a conduit of information to pupils should they need to leave early.

### **2.3 Communication**

Decisions on closure of the school will be communicated via the school's website and where possible by text, email and Twitter. Detailed information and updates will also be communicated via the website. Parents should avoid telephoning the school and should discount any communications from pupils concerning school closure if it conflicts with the information on the website.

### **2.4 Public Examinations**

If the school has to close to pupils on a day when public examinations are taking place, the school will make every effort to enable the exams to go ahead. Information regarding exams will be posted on the website.

## **3 Review and Development**

### **3.1 Procedure**

This document, together with the effectiveness of its procedures, is reviewed annually by the Senior Management Team and as events or legislation change requires.

### **3.2 Links with other Policies**

This policy should be read in conjunction with the following documents:

- Staff Code of Conduct