



LKPS Severe Weather Plan

Introduction

In the event of severe weather every effort will be made to leave the school open to allow pupils and staff who can safely get into school to do so. It is emphasised that it is each person's responsibility, staff or parent, to decide what is safe for them in their own circumstances.

In the unlikely event of it not being possible to open, any decision to close the school due to bad weather or any other emergency will be communicated by text message via CALL PARENTS. The Local Authority website will be updated, as will our school's TWITTER SITE. Local radio stations will not be contacted as they have been instructed to take their information from the city council's website.

During the School Day

The school will remain open at all times until the Headteacher decides that the weather is too severe and the children and staff should be sent home. In the event of this decision, immediate contact with the Chair of Governors will also be made to inform him/her of this.

When this decision is made the parents will be informed by CALL PARENTS or via our school telephones. Parents will be asked to bring more coats/footwear etc if children are wet or cold. The pupils will not be informed until after the parents have been contacted.

Pupils are to be kept in their own classrooms for as long as possible. If conditions worsen, or areas become inhospitable, children will be brought to the school Hall or placed in the school canteen.

In the event of snowfall or heavy leaf litter, the site manager will continue gritting and clearing paths as this will be the main priority here. The Headteacher will notify any outside users that the school will be closing and contact the cleaning supervisor who will inform the cleaning staff. The school crossing patrol person will also be contacted.

Out of School Hours

Should snow fall overnight, or flash-flooding occur, the school will be open if access to the site is/can be made safe and every attempt (with sensible safety considerations) should be made to come in UNLESS notification of closure has already been received.

Normal lessons will continue where possible. If it is not safe to open the school, parents and staff will be informed as early as possible via CALL PARENTS and the Local Authority website.

All staff have remote access to their emails, so they will be able to work from home if needed. Pupils have access to remote learning via the school Twitter page

In the event of staff being unable to get to school, and hence only a reduced workforce in place, KS2 will be our main priority. EYFS and KS1 classes will be closed first and in order of age. If kitchen staff are unable to attend work, reduced school hours will have to be considered.

ALL OF THESE DECISIONS WILL BE MADE ON A DAILY BASIS USING THE MOST UP-TO-DATE INFORMATION AVAILABLE.

In very extreme cases, it may not be possible for children to leave the premises during the school day. In these very rare situations stock from our school kitchens will be used to feed the children until they can be collected. Local stores may also be used to purchase food and warm drinks if it is safe enough for adults to do this. In these circumstances, a minimum of TWO STAFF must go, and this must not affect pupil-to-staff ratios too adversely.

WHAT DO I NEED TO DO?

1. Ensure school has a copy of your current mobile phone number – this will be the first point of contact.
2. If you live within 1 mile of school work out how you could safely get in without the need of your own transport.

**Severe Weather Conditions
Procedure For Closure Of The School**

This table gives an indication of the types of conditions and the severity that would potentially lead to a closure/part closure or lock in of the school.

| Conditions | Characteristics | Severity |
|----------------------|---|--|
| High winds | Gale force 8 and above. Potential structural damage. Fallen trees. Flying debris. Vehicles overturned. | Evidence of flying hazards. Risk of injury to people in the open. Posts and signs uprooted. Driving is difficult. Gusts exceeding 60mph. |
| Heavy Snow | Accumulations on roads not cleared by salt. Visibility reduced. Blizzard rates of fall with wind. Severe wind chill. Freezing temperatures. | Accumulations above 5cm Risk of freeze over at dusk. Attempts to clear paths etc not effective. Accidents occurring on site. Approach roads considered unsafe |
| Ice | Sub zero temperatures. Black Ice. Unable to control vehicles. Unable to walk safely. Salt ineffective. | Temperatures below -8°C. Salt less effective below -12°C. Diesel solidifies in filters at -9°C. Heating systems failing. Offices below 14C. |
| Freezing Rain | Rain turns instantly to ice. Walking is very dangerous. Driving is very dangerous. | Any indication should warrant partial closure. Keep people inside if already on site. |

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|---------------------------------|--|--|
| | It appears as black ice everywhere. | |
| Severe Electrical Storms | Local flooding. Power failures. Lighting strikes. Strong winds. Large hail stones. People at risk in the open. | Damage to buildings. Lighting strikes to people in the open. Flooding, overflowing drains. Risk of explosion. |
| Flooding | Torrential rain. Fast flowing water. Land slides/mud slides. Basements filling up. Electrical installations exposed. | Water entering buildings. Water above floor level inside. External floods over 6 inches |

RESPONSIBILITIES

PARENTS

- Keep school informed of any changes in mobile telephone numbers
- Check mobile phone for messages, and relevant web sites

FULL OR PARTIAL RE-OPENING

RESPONSIBILITIES

HEAD TEACHER

- Risk Assessment carried out to ascertain whether it is safe for staff and pupils to return to school which would include:
 - Heating system working
 - Ensure pathways have been prioritised and cleared
 - Risk of slipping on floors inside school
 - Staffing levels
- Identify which members staff live close enough to the school and should be able to make it in.
- Identify/prioritise which classes/year groups you will be to keep operational if a full return is not possible.
- Consider the possibility of opening later and closing earlier.
- Consider advising staff/pupils to wear sensible clothing and footwear – include on messages on answer phone and website.

SITE MANAGER

- Check heating system regularly.
- Check stocks of rock salt.
- Check that matting located in entrance areas is suitable and in good condition to minimise the risk of slipping.
- Ensure you have suitable equipment to clear away snow/ice to create safe pathways in and out of the school building.
- Ensure that these pathways are maintained.

**IF YOU HAVE ANY QUESTIONS ABOUT THIS DOCUMENT,
PLEASE DO SEE THE HEADTEACHER. THANK YOU.**