

THE KING'S SCHOOL IN MACCLESFIELD



SEVERE WEATHER CONDITIONS POLICY (FOUNDATION)

The notice of severe weather arrangements (see below) will be posted on the school website before the onset of severe weather as guidance for parents. The School will make parents aware of the posting.

The Head of Foundation will initiate the emergency procedure to update information on the school website as well as email to alert staff. Information on the website will be updated at prescribed times for the period of severe weather.

If for any reason, the whole School is closed down early, members of staff are asked to remain on the premises to assist with the administration until notified that their presence is no longer required. Colleagues resident in remote areas should request leave from a Senior Manager to depart when weather conditions are known to be hazardous and/or deteriorating, but their first duty is to supervise children.

SEVERE WEATHER ARRANGEMENTS

This notice is designed to give parents the procedures that will be invoked at King's in the case of severe weather conditions. We do not lightly take the decision to close the school; however, the safety and welfare of the pupils is our prime concern in cases of extreme conditions. The procedures we will adopt are as follows:

- If severe weather has taken place overnight and the school is to be closed for the day, a decision will be taken very early in the morning, by 7:00am. Information will be posted on the School's website, www.kingsmac.co.uk immediately and regularly updated throughout the day at prescribed intervals. Text messages and emails may also be used to update parents.

We would be grateful if parents would check the website whenever there is any doubt as to whether the school will be open or not. *If no information is published there, parents should assume that school will operate as normal.*

- In the event of serious weather problems during the day, with its attendant traffic difficulties, the Head of Foundation may decide to close the School early. Similarly on the advice of bus companies the Head of Foundation may decide pupils in certain areas should depart early. Once again, a message to this effect will appear on the school website.

Members of staff will remain on the premises to assist with the administration until notified by the Head of Foundation/Principal that their presence is no longer required.

- If parents make arrangements with the Main Office to collect their child owing to poor local weather conditions, their judgement will be accepted, but the School will only authorise such absences on receipt of explicit instructions from the child's parent not from the children themselves. All pupils who leave early with their parents must report to the Main Office before they depart and be signed out in the usual manner.
- On the rare occasions when a bus departs early, the School will make every effort to inform all of the pupils who will be affected and they will be asked to contact parents to confirm the travel arrangements. Parents are asked to have an appropriate contingency plan in place should their child return early from school.
- Sixth Form students who drive to school must contact parents if wishing to leave school early. They must also speak to a senior member of the Sixth Form team before leaving: if local weather conditions are poor and parents wish students to set off for home, this will be allowed but students must ensure that they sign out at the Office.

Remote Learning

In the event of a school closure due to severe weather, no work will be set for pupils during the first 24 hours. If the period of school closure extends beyond that time, pupils will be set work through Teams and Satchel. Pupils are advised to check their school email accounts at that time for further instruction.

In the event of severe weather, parents are asked to remind their children of the need for sensible behaviour on the school site. The throwing of snowballs is not permitted. Parents should also ensure their children have clothing and footwear appropriate for the particular weather conditions.

Author: Deputy Head (Operations)

Approved by: Head of Foundation

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