

## Bad Weather Plans and Unforeseen Circumstances

### **In the event of bad weather/unforeseen circumstances:**

1. Jacqui (or other responsible teacher) to ring around school staff checking if they seem able to make it in. If staff are able to text in their availability as early as possible following bad weather this is really helpful.
2. Jacqui to ring Mandy or other available Director to discuss the conditions/situation. Agree whether to;
  - a. Go ahead with a normal day.
  - b. Go ahead with a skeleton staff for those students able to make it in.
  - c. Agree a late start in order that people have time to travel safely/school has time to plan for any changes to circumstances
  - d. Close the school as conditions are too dangerous for travelling/situation is too serious for a normal school day.
  - e. Consider appropriateness of setting work for students remotely.

This decision should be based on the following information;

- Advice from Police/Government and other agencies about conditions and the forecast/guidance regarding unforeseen circumstances.
  - Access to the school premises for cars and emergency vehicles and safety around the school site.
  - The ratio of staff to students to ensure safety and reasonable functioning of the school, including the impact of timetable changes for students especially where students are autistic.
3. Jacqui to confirm decision with school staff (probably via text) Jacqui to contact houses/day students to confirm whether school is open and to find out who is likely to make it in.
  4. If Jacqui unable to be in then a teacher who can get in would need to be happy to take responsibility for the oversight of the building for the day.

<i>Last Reviewed</i>	<i>September 2019</i>
<i>Next Review due</i>	<i>September 2020</i>
<i>Reviewed by</i>	<i>Headteacher</i>