



**Brook Community Primary School
Winter weather closure policy**

In the event of bad weather it is the school's policy to remain open unless we are forced to close because there is a risk to the health and safety of pupils and staff.

Preparing for snow and ice

The school has carried out a risk assessment to consider the implications of bad weather and to prepare for it. As a result we have:

- ensured we have adequate stocks of salt/grit;
- identified the key walkways and areas to be gritted and planned routes within the school grounds to ensure the safety of pupils and staff;
- allocated a responsible person to grit areas;
- identified those staff members who may not be able to travel;
- ensured that staff have relevant contact details for colleagues;
- ensured we have basic supplies in the event of no water supply;
- ensured that water, boiler and heating systems are regularly maintained;
- checked that pipes are appropriately lagged;
- ensured that heating is left on a low setting overnight when necessary;
- ensured that the Headteacher and another staff member have log-in details for the Kent Closures website.

The decision to close

The Headteacher is responsible for making the decision whether to close the school, and will use a risk assessment process in order to inform the decision. This risk assessment will consider:

- whether the school building is accessible;
- whether pedestrian routes on the school grounds are passable;
- how many staff members can get to school, and whether this is likely to provide an acceptable staff/pupil ratio;
- whether the school can be adequately heated;
- whether the water supply is affected;

and other factors affecting the health and safety of pupils and staff.

The Headteacher will make a final decision by 7.30am and will ensure that information regarding closure is posted online on the Kent Closures website.

If the weather deteriorates during the day

Due to the rural location of the school it will be necessary for the school to err on the side of caution with regards anticipating potential travel problems due to deterioration of the weather.

Should the weather turn worse during a school day pupils will only be sent home where we can ensure that they are able to get home, or have friends'/relatives' houses to which they can go.