

St Martin-in-the-Fields High School for Girls

A CHURCH OF ENGLAND ACADEMY
CO-ED SIXTH FORM



SEVERE WEATHER SNOW ROUTINE PROTOCOL

APPROVED: March 2018
DATE TO BE REVIEWED: November 2019

SEVERE WEATHER SNOW ROUTINE PROTOCOL

Approved: March 2018

Review: November 2019

Christ is at the centre of our Church of England school community where we live, love and learn together within an inclusive and equalities framework, and where students of all faiths and none are welcomed into our Anglican Christian community. In all that we do, we seek to show God's care for our students. We value, respect and celebrate all faiths and cultures because we are inspired by a welcoming, inclusive and loving God, seen in Jesus Christ and lived out through the Holy Spirit alive in every person.

Our vision is to create a safe, caring, happy and inclusive community underpinned by our Christian values of service, compassion, justice and perseverance and our motto CARITATE ET DISCIPLINA - WITH LOVE AND LEARNING which come from the story of St Martin of Tours. Central to this is our school Bible verse from St Paul's first letter to the Corinthians.

Love is patient, love is kind. It does not envy, it does not boast, it is not proud. It does not dishonour others, it is not self-seeking, it is not easily angered, it keeps no record of wrongs. Love does not delight in evil but rejoices with the truth. It always protects, always trusts, always hopes, always perseveres. Love never fails.
1 Corinthians 13:4-8

This Snow Routine and Protocol Policy should be read in conjunction with the Severe Weather Policy.

In the event of bad weather, usually snow, 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 staff and students.

1) If there is severe weather overnight

The Headteacher is responsible for making the decision. This will usually be early morning before travel to school is necessary. The Headteacher consults with a) Premises staff, 2) Staff living close to the school, and 3) Staff travelling distances to school. If the decision is made to close the school the Chair of the Governing Body will be notified as will the LA using the attached form.

The Headteacher will ensure that information regarding closure is posted online on the schools website, parents are notified by text via Truancy Call and the Schools Twitter feed.

Staff will be notified of a closure, if possible, by text as soon as the decision is made. Staff should assume that the school is open unless notified by text, or a notice of closure is placed on the schools website.

Parents and staff can check the school website for confirmation of a school closure. Unless such a notice is placed on the school website, the school is open.

2. If the weather deteriorates during the day

Information will be posted online on the schools website. Parents will be notified by parentmail, text, telephone, and email and the Schools Twitter feed.

Many parents ring the school if there is an increasing risk of snow falling heavily during the day. It can be frustrating trying to get through when all our outside lines are engaged by other parents calling for the same reason. We will ensure that our website is updated throughout the day regarding any developments.

3. Preparing for snow and ice

The school will consider a number of actions, prior to the winter months, to ensure it is prepared to manage the implications of bad weather.

- Communicate via the website and through newsletters, the school's policy for extreme snow and icy conditions
- Ensure stocks of salt/grit/sand are adequate for the time of year and foreseeable weather.
- Pre-identify the outdoor areas used by students/staff most likely to be affected by ice, for example: - building entrances, pathways, walkways, shortcuts, sloped areas and areas constantly in the shade or wet.
- Ensure water, boiler and heating systems are regularly maintained.
- Check that pipes are appropriately lagged.
- Consider putting plans in place to restrict the movement of pupils and staff around the school grounds.

Actions that will be taken in the days before forecasted snow and ice:

- Regular checking of weather forecasts via news / websites / weather apps
- Take action whenever freezing temperatures are forecast e.g.
- Leave heating on a low setting overnight
- Close all internal doors
- Use grit or similar on areas prone to being slippery in frosty/icy conditions.

4. Risk Assessment/Management

Risk management and assessment helps identify potential risks in advance of severe snow and ice and ensure appropriate control measures are implemented. It also assists the Headteacher in making the right decision on the day by adopting an approach that is grounded in common sense and being proportionate.

Implicit in the risk assessment/management are the following:

- Is the school building accessible?
- Are pedestrian routes on the school grounds passable?
- Is there staff available to clear these routes using shovels, salt & grit etc?
- Can priority be made in respect to slopes, steps or ramps or can these areas be restricted from use?
- Can the Headteacher gain enough teaching and/or supervisory staff to operate safely?
- Can the school be partially open e.g. for lessons of specific year groups?
- Is the school appropriately heated and is there enough fuel for the day?

- Are water systems working appropriately?
- Is it possible to restrict outside play to limit the snow/ice becoming compacted and therefore more dangerous.

During each day of bad weather affecting the decision to stay open or to close, the Head Teacher will review the risk assessment.

5. Car Parks

Every effort to clear the car parking areas will be made so that it is safe for the arrival of staff motor vehicles. Priority however will be given to pedestrian areas. Staff must be made aware that if they bring any motor vehicles on to the school site they do so at their own risk.

During periods of snow the car park will be made as reasonably clear as possible by the end of teaching hours to enable the safe exit of staff. This is to include gritting between the cars if snow has fallen during the day.