

## **Snow Policy**

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**Reviewed by: Mark Hunter**

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## SNOW POLICY

At Annan School we recognise that heavy snowfall can cause significant problems for staff and families attempting to come into school.

As a rural school where all staff and children need to travel to school, ice and snow may cause hazardous conditions and prevent many members of staff and children from coming in to school at all. This impacts the number of people who are able to safely come into school on 'snow days', and therefore we may need to take a decision before the school day begins about whether the school should be closed for that day.

### Our Decision

We will always aim to keep the school open if possible, as we recognise the inconvenience of disruption to the normal school week.

In case of overnight adverse weather we will make a decision by **7.30am** as to whether the school will be open. This will allow us time to assess the situation on the ground, to have heard from staff as to their ability to get to school and to take account of snow that is forecast to fall at some later point in the day. Health and safety considerations will inform our decision.

We may decide to keep the school closed after the snow has cleared up, if conditions on the roads are still dangerous, particularly in the local area and the ability to get up the drive safely as there is no alternative parking outside the school grounds. We will also be advised if the radio news is to avoid unnecessary travel.

### Advice

If there has been overnight snow (or adverse weather condition remain from the previous day), we advise parents not to set off for school without first confirming that the school will be open.

**If the school is to be closed, we will post an answerphone message on the school phone at 7.30am. We will also if possible send an email message to let parents know we are closed. We ask parents to wait until after 7.30am before making a check for notices. School Telephone: 01825 841410**  
Information regarding the minibus service will also be given on the answerphone message.

**If the main school gate is closed, please do not attempt to drive up the school drive as this can cause compacting of the snow. Please use the layby and call the school for information.**

Once the school has been closed, **please check each morning by telephoning after 7.30am to check if the conditions at the school have improved sufficiently for it to reopen.**

### If the school is open and snow is forecast during the day

Before bringing children into school, parents are asked to ensure they have arrangements in place to collect the children from school early, if the need arises. Parents should ring for advice regarding the minibus service.

Parents should ensure that the school has contact details on which they can be reached throughout the day. Please respond immediately to any emails or messages that you receive from the school.

We always aim for the children to play outside in the snow, so please make sure they are well dressed for very cold weather.

### If heavy snow falls during the day when the school is open

If heavy snow falls when the children are already at the school and disruption is foreseeable, then parents should set off from their place of work or from home in plenty of time to ensure that they arrive at the school before the school closes.

It may be that parents are asked to pick children up early due to either problems with heating, or the need to close the school part way through the day to allow children and staff to get home safely before the weather deteriorates, please be alert for messages throughout the day.