

Date: September 2017
Review date: September 2018
Responsibility: JRC/AMD



FIDES et OPERA

Bromley High School

**EXTREME WEATHER
POLICY AND
PROCEDURES**

Policy and procedures in the event of extreme weather conditions

As a school providing EYFS education for pupils, these procedures should also be considered in this context.

In the event of extreme weather (snow, storm etc), the **school will normally remain open** unless to do so would endanger the safety of the pupils, parents or staff. The decision whether or not to close will be taken by 6am each day by the Headmistress and DFO in consultation with the SLT and JLT.

The school's Director of ICT will publish information by 6.30 am on the school website, Firefly and via school comms about closure or amended arrangements for school opening, including advice about suitable clothing and footwear. Premises staff will endeavour to ensure paths, steps and roads on the school site are cleared or gritted in accordance with the H & S procedures.

During the day, should the weather deteriorate to the extent that lessons need to be suspended, parents will be informed via text or email and an announcement will be posted on the portal and website. In the interests of their own safety, pupils will not be allowed to leave the premises at their own discretion.

However, the school building will remain open until 6pm.

In the event of severe weather disruption, staff who are able to come into school safely should endeavour to do so. Staff who are unable to travel safely should notify the person in charge of cover (Assistant Head, Organisation or Head of Juniors) of their ability to come in to school by 7am at the latest. Support staff should notify their line manager.

The normal timetable may need to be suspended. All staff, whether present or absent from school will be expected to set relevant work and appropriate homework for each of their classes during each day of severe conditions. Heads of Department and Phase Leaders will ensure that where possible, staff have posted work for pupils on Firefly.

Parents should inform the school of proposed absence via email to bhs@bro.gdst.net (senior school) or bhsj@bro.gdst.net (junior school)