

Eastwood Park Academy Trust (EPAT)

EPAT

Believe Succeed Together

Severe Weather Policy

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1.0 Severe Weather Policy

1.1 Risk Assessment

On occasion, severe weather e.g. snow, may cause the Principal of a constituent academy to consider closure.

The decision to close will be based on the following considerations as part of a formal risk assessment.

- **Pupil access and attendance** – would a decision to remain open unreasonably compromise pupil safety in their attempts to travel to school?
- **Staff access and attendance** – would a decision to remain open unreasonably compromise staff safety in their attempts to travel to school? Further, would the constituent academy have an adequate number of staff to operate safely and effectively?
- **Condition of the school site** – are site staff able to quickly clear snow, grit icy areas and/or section off parts of the academy with appropriate signage and adequately maintain this throughout the school day?
- **Weather forecast** – are conditions forecast to deteriorate further? If so, would a decision to remain open unreasonably compromise pupil and staff safety in their attempts to travel home?

1.2 Communication

1.21 Trust Communication

In the event of closure, the Principal of a constituent academy must notify the CEO, who in turn, will notify the Chair and Vice Chair of the Trust.

1.22 Parental Communication

The default assumption is that a constituent academy is open.

If a decision is made to close a constituent academy, the following will be undertaken (usually between 6.30 – 7.00 a.m.)

- Notification will appear on the homepage of the constituent academy's website.
- Staff will be notified via text and/or e-mail.
- Parents will be notified via text and/or e-mail.
- A recorded message will be placed on the constituent academy's office phone.
- The Local Authority will be notified – schoolclosure@southend.gov.uk
- Local radio stations will be notified - essex.snow@heart.co.uk and studio@radioessex.com

If a decision is made to close a constituent academy during the school day, the following will be undertaken:

- Parents will be contacted and notified of the closure time.
- Arrangements will be made with parents regarding their child's collection.
- The child of any parent that cannot be contacted will remain (supervised) on the academy site until the normal end of the school day.