



**St Cuthbert's
Catholic High School**

Live life in all its fullness

Adverse Weather Policy

2017 – 2018

Person responsible for Policy:	Business Manager/Senior Leadership Team
Committee responsible for Policy:	Finance, HR & Premises
Date To Governors:	14 November 2017
Date Agreed:	September 2017
Review Due:	September 2018 and annually thereafter
Is this Policy to appear on school website:	Yes

Adverse Weather Policy

Purpose

This plan has been developed to protect all employees, students, parents, service users/providers and visitors to the school from potential harm from slips, trips and falls in adverse weather conditions. However, it cannot cover all eventualities.

In line with the Council's guidelines it is the plan of the Governing Body of St Cuthbert's Catholic High School to ensure that, as far as possible, the site is free from hazards that may arise as a result of adverse weather conditions. All stakeholders have a right to the provision of a safe environment and it is the duty of the Governing body to facilitate this requirement.

Implementation

Overall responsibility for implementation of the plan and review rests with the Headteacher. However all staff are obliged to adhere to and support the implementation of the plan.

Aim

The aim is to maintain the school access, egress (Including emergency access and exits), walkways between buildings, car parks and communal areas in order to conduct business as normal.

Reason

Closure of the school will and can have an impact on parents, children and other family members. Therefore we must at all levels strive to maintain the working environment to a suitable and sufficient standard at all times.

Communication

In the event of severe weather when the safety of students, staff and visitors is compromised, any school closure will be communicated via our website, social media, Wish FM local radio station, text messages to parents and an announcement on the main school telephone line.

Weather

The weather will be monitored throughout the day and evening by the School Business Manager, Health and Safety Officer and Caretakers. This will be achieved by a number of methods.

- Weather forecasts (News, Internet).
- Local Environment.
- Issued Warnings by the Local Authority

Gritting will be carried out when frost, ice or snow is forecast. Whenever possible this will take place early in the evening before frost settles. It is the duty of the Caretaker carrying out the afternoon shift to monitor the site and grit, when required, to ensure the school is prepared for the following day. Should this not be feasible for a lone person he will contact other members of the site team for assistance. Should it be the case that there are no adverse weather warnings by early evening but the weather deteriorates overnight, it will be the duty of the daytime caretaker to grit the site prioritising areas as listed below.

Priority for Gritting

It is the responsibility of the Health & Safety Co-ordinator/Site Supervisor to ensure that, at all times, a sufficient amount of grit is stored on site and, after use ensure that it is replenished.

Areas are assessed in priority of their requirement and usage, the priorities are as follows:

- Access and egress points to site.
- Access and egress points of buildings, including mobile classrooms.
- Emergency access and exits.
- Walkways/pathways linking buildings.
- Car Parks.
- Communal areas.
- Playground.

Caretakers

The Caretakers will where necessary and reasonably practicable grit the site as per the priorities listed above in order to maintain the school in an effective safe working environment.

Gritting will be conducted by the caretakers with the equipment provided on site, and/or in conjunction with the LA grounds maintenance teams.

Duration of gritting takes a considerable amount of time for the whole site, so some areas will need to be cordoned off whilst priority areas are being addressed.

Dress

Suitable and appropriate clothing and footwear should be worn by all members of staff and students as dictated by the weather. Individuals should take responsibility for their own safety by adhering to this recommendation.

Use of Outside Areas

If the risk is high to site users then, where possible, outside use should be discouraged or controlled in such a way as to reduce the risk until the site has been suitably and sufficiently gritted as is reasonably practicable.

Use of School Facilities by Outside Agencies

The Health & Safety Co-ordinator and Caretakers will monitor the condition of the Multi-Use Games Area and report their findings to the School Business Manager. If it is deemed that the risk to external agencies is high, a decision will be made to close the facility until further notice. The decision for students during normal school activities will remain the responsibility of the Head of PE in collaboration with the Health & Safety Co-ordinator.