



Kneller Hall Junior School

ADVERSE WEATHER POLICY

This policy applies to the whole school, including the Early Years Foundation Stage (where applicable), extra-curricular activities and all activities provided by or on behalf of the school.

Document Control:

Policy Owner	The Head, with oversight from the Board of Governors
Approved By	Board of Governors
Status	Statutory
Review Cycle	Annually, or sooner if legislation or guidance changes
Next Review Date	September 2027
Availability	School website, Parent Portal, and on request from the school office

Signed:

Sasha Davies
Head
September 2026

Adverse Weather Policy

1. General Statement of Intent

The aims of this policy are to:

- Ensure that the school remains open during adverse weather conditions, when possible, providing this can be done safely that does not affect the school's users.
- Ensure that the decision to close the school is understood by and communicated to pupils, staff, parents and guardians.
- Keep to a minimum the amount of time the school is closed during adverse conditions.

2. Reasons for Closure

It may be necessary to close the school during extreme weather conditions for a variety of reasons including:

- Conditions on the site (school site, site entrances, on site roadways and the car park) are considered unsafe for the users (pupils, staff, visitors and parents)
- Insufficient staff arrive at work for the school to operate safely
- Severe weather including snow, flooding or storms
- Accommodation and utility problems for example loss of power supply, heating failures
- Advice from Police or Fire Authorities

3. Decision to Close

The decision to close the school before or during the school day will rest with the Head or, in their absence, the Deputy Head and in consultation with the Facilities manager.

The decision to close will be made where possible by 7.00am, on the basis of information from:

- Media about the weather, condition of local roads, paths and public transport
- Met Office
- Local Authority

The final decision on whether the school proposed closure will extend should be made with the Governing Body/Trust and relevant local authority guidance where appropriate.

4. Alternatives to Closure

It is sometimes appropriate to amend the opening hours of the school rather than close the school, e.g. opening later in the day or shortening the day. This should always be considered as an alternative to closure.

5. Notification of school closure before a school day

If a decision to close has been made before the school day, announcements will be made via:

- School website
- Message on school answerphone/main switchboard
- Email announcement and message sent via Parent Portal to parent's mobile phones
- Social media posts on school pages

6. Notification of school closure during a school day

In exceptional circumstances, the school may unfortunately have to close during a school day when the weather deteriorates and there is doubt as to whether pupils can be returned home later in the day.

The school will use the school communication texting service to contact parents/guardians and uses the school website, Parent Portal and social media to inform of early closure.

Pupils who have no access to home will remain in school and arrangements will be made to ensure the safety and security of these pupils with the school until either collected or until parents contact the school with alternative arrangements.

If the weather deteriorates during the day, parents themselves may wish to collect pupils earlier than the official end of the school day. Parents must notify the school office number of their intention to collect a pupil, and report to the School Office on arrival.

7. Staff Attendance

It is recognised that severe weather conditions can make it difficult for some staff to get to and from the school; however the expectation is that staff will make every effort to present themselves at school unless advised to the contrary by the Head.

If staff cannot get to school, they are expected to complete administrative tasks and set pupil work as required during the working day.

8. Clearance of Snow

The Facilities Manager will be tasked to lay salt and grit on arrival to ensure that the car parks, driveways and pathways are safe.

If the risk to pupils and staff safety around the school site is increased during a day, then they will be restricted to indoors areas. At the Head's discretion the playground/school grounds may be out of bounds at the beginning, break times and end of the school day.

Pedestrians to the school site are advised to stay on the pathways which, wherever practically possible, will be cleared and gritted.

The Head must ensure a Risk Assessment is in place in advance which covers the hazards associated with snow and ice on their premises.

The site team may attend the school over the closure period and a weekend where required to ensure any potential frozen pipes have not burst resulting in flooding.

9. School Transportation

The school will ensure that all bus and minibus services will be informed of the decision to close and we will endeavour to reschedule transport services.

It is the responsibility of the school bus company, Vectare, to consider whether it is safe to carry out the whole route or part of the route with the driver and if the decision is made to cancel or alter a route, the parents/guardians will be informed.

The external transport provider would need to consider whether it is safe to carry out the whole route or part of the route. If a decision is made to cancel or alter a route, the coach company informs the school, who will then inform the parents/guardians.

For those travelling by public bus or train, parents/guardians are advised to contact the local operator direct via their website or the National Rail Enquires to find out if services are running.

10. Setting Work for Pupils

The school will set work accordingly due to the closure of the school or inability of large numbers of pupils to attend due to the adverse weather conditions. This will be communicated electronically.

Work will be set on the school learning platform.

Where the closure of the school is likely to be prolonged, appropriate work will be set for all pupils in the school. This will be communicated via the school website/school comms and can be found on the school learning platform.

11. Continued Closure

The decision for the school to remain closed will be reviewed by the Head daily, agreed and communicated as advised above.

12. Legislative and Guidance Update (September 2026)

This policy has been reviewed to reflect current UK guidance including Keeping Children Safe in Education (current edition), the Health and Safety at Work etc. Act 1974, Management of Health and Safety at Work Regulations 1999, the Education Act 2002, the Occupiers' Liability Acts, Equality Act 2010, and relevant UK Met Office and local authority emergency planning guidance. All decisions relating to closure will prioritise safeguarding, health and safety, and reasonable adjustments for pupils and staff.