



ST. ANNE'S COPP CHURCH OF  
ENGLAND PRIMARY SCHOOL,  
GREAT ECCLESTON



# SEVERE WEATHER POLICY



*"Let us love, not in word, but in truth and action." (1 John 3:18)*

SEPTEMBER 2024

In building solid foundations for every unique individual and putting God's love at the centre of all we do, our children learn to embrace our diverse world. We encourage our children to learn universally in order to understand our heritage and roots as a village, town, region and nation. Through strong community links, our children grow in **compassion** and **understanding**, **promote justice** and possess commitment and **aspire** to make a positive difference. We offer an ambitious curriculum that ignites **curiosity** along with high personal expectations that fosters **resilience** and which enables them to flourish. Our children are easily distinguished by the **courage** they show when making brave choices and understand the importance of becoming the very best versions of themselves.

### Gritting Policy and Information

**For information on travelling safely on Lancashire roads, including gritting, road closures, school closures and advice on safe travel see the link:**

<http://www.lancashire.gov.uk/winter.aspx>

also

Twitter [#lancswinter](https://twitter.com/lancswinter)

### School Closures

Sometimes we may have to close the school during severe weather for the safety of staff and pupils. See the school closures site for up-to-date information - [http://www3.lancashire.gov.uk/education/school\\_closures/index.asp](http://www3.lancashire.gov.uk/education/school_closures/index.asp)

Information can also be found on the local radio.

In this eventuality, we will provide as much warning as we can. We understand that this can be very difficult for parents and carers. The decision to close school in the event of severe weather is made by the Headteacher.

If we are able to keep the school open in snowy and icy conditions, we will make every endeavour to grit the school pathways and the playground. If we deem that they are not safe, the children will remain inside at break times.

This document contains the procedure that will be followed in the event of severe snow or ice.

## 1. INFORMATION TO PARENTS AND STAFF

Any decision will be made on the basis of the risk to pupil safety, either because of physical conditions (for example, if the heating fails) or because we do not have enough staff to carry out our duty of care (for example, because of transport disruption or due regard for staff health and safety).

In these circumstances we may take the following actions:

- open school later than normal
- end the school day earlier than normal
- open the school only for some pupils
- close the school (as a last resort).

If we have to take any of these actions, we will notify families in the following ways :

- The school website: [www.coppschool.lancs.sch.uk](http://www.coppschool.lancs.sch.uk)
- Class Dojo and/or Facebook
- Lancashire school closures website:  
[http://www3.lancashire.gov.uk/education/school\\_closures/index.asp](http://www3.lancashire.gov.uk/education/school_closures/index.asp)
- Local radio stations

RADIO STATION	TELEPHONE NUMBER	FREQUENCY
BBC Radio Lancashire	(01254) 583583 (01254) 841001 (01254) 262411 (01254) 841037	95.5 FM, 103.9 FM 104.5 FM, 855 MW, 1557MW
The Bay	(01524) 541758	96.9 FM
Radio Wave	(01253) 300965 (studio) (01253) 304965 (switchboard)	96.5 FM

**Please avoid phoning the school to check if we are open.**

## **2. TRAVEL TO SCHOOL**

If school is open, but severe weather or transport disruption prevents your children getting to school, please let us know by phone or email. In such cases always consider safety first; we would rather pupils arrived late than were absent for the whole day. Those commuting to the school, eg pupils, staff, visitors take responsibility for their own safety and wellbeing on the journey to and from school.

### Access to/from school

- All pupils to access school via KS1 corridor.  
(NB Pupil access after the start of school day is via main entrance.)
- Preschool and EYFS to access school via preschool door
- Staff & visitors to access school via normal main entrance.
- Geccoes access is via normal main entrance.
- Staff, pupils and visitors are reminded not to access uncleared areas unless in the event of an emergency evacuation (eg fire).

## **3. CLEARING/GRITTING/SALTING**

(All gritting/clearing is confined to the school's boundaries)

Routes to be cleared for safe access to school:

- Direct pathway from three gates - to KS1 corridor, preschool entrance and main entrance
- Area outside hall door
- Pathway to kitchen and boiler room

### Signage/Coned areas:

The Site Supervisor will ensure that cleared and closed routes are effectively indicated.

### Personnel

- The Site Supervisor is responsible for the clearing of pathways but it is reasonable for all staff to assist in the clearing of pathways if requested, should the need for additional manpower arise.
- It is the individual member of staff's responsibility to raise any issues which may prevent them assisting, if so doing would compromise their health.
- All staff are advised to wear appropriate clothing, especially suitable footwear.
- Pathways leading to main office will be monitored by the Site Supervisor to check condition at various periods during the day. It is understood that in the event of very severe weather it may not be possible to keep pathways constantly clear, and attention will be paid to peak times in the school day.

- KS1 corridor access will be checked in good time by the Site Supervisor to ensure the path is adequately cleared for the end of the school day.

#### Resources

The site supervisor ensures that adequate resources are available, eg grit/salt, shovels, spreader, trolley, cones, signage.

#### Evacuation Procedures

In the event of fire, the assembly point remains the playground and playing field. Extra care MUST be taken.

**Appropriate risk assessments will be put in place and adhered to.**

### **4. HEADTEACHER'S RESPONSIBILITIES**

- Check the control measures put in place are appropriate and are carried out.
- Instigate the procedure for informing staff if school is to be closed for reasons of safety.
- Notify the Chair of Governors of any decision to close the school.
- If a decision is taken to close the school early for reasons of safety, ensure that sufficient staff remain on site to supervise pupils until all have been collected.

### **5. SITE SUPERVISOR RESPONSIBILITIES**

- Check weather forecasts in order to pre-empt any issues around staff and pupil safety, or the potential closure of the school
- Inform the Headteacher if parents need to be informed about adverse weather procedures.
- Ensure that the main path into and around school is cleared and gritted to allow safe, pedestrian access into school. Clearing and gritting paths takes priority above all other Site Supervisor morning jobs in the event of snow or ice. Any gritting must be confined to the school's boundaries. School staff must not grit the public highway.
- Line cones at the top of any path which is not in use so that staff, pupils and parents know which path to use.
- If possible, grit the car park. If this is not possible, and the car park is deemed unsafe to walk or drive across, block the entrance to the car park before 7.30am.
- If possible, grit the playground. If this is not possible, ensure that senior staff are informed so that alternative provision can be made.
- Monitor the levels of grit in school and maintaining a sufficient level to carry out this plan.
- Maintain the equipment needed to carry out gritting and clearance.

## **6. OFFICE RESPONSIBILITIES**

- Check the condition of the cleared paths at regular intervals during the day.
- Inform parents of school closure.
- Inform the local authority of any decision to close the school.
- Inform local radio stations of any decision to close the school.
- If a decision is taken to close the school early for reasons of safety, ensure that parents are informed promptly.

## **7. OTHER STAFF RESPONSIBILITIES**

- Ensure their cars are roadworthy and allowing extra time for the commute to and from work.
- Decide whether an alternate means of transport may be more appropriate for travelling to and from work.
- Wear appropriate clothing and footwear.
- Check the condition of the playground when on duty. Inform staff if playtime is to be held indoors or on the field.
- Ensure that children behave safely when outdoors.
- Constantly assess the conditions during playtimes and make decisions as appropriate in response.

## **7. PARENTAL RESPONSIBILITIES**

- Ensure that pupils have appropriate outdoor clothing and footwear to deal with the weather, including the provision of wellington boots.
- Take responsibility for their own safety and wellbeing on the journey to and from school, including ensuring that their car is roadworthy and allowing extra time for the commute.
- Check their Class Dojo messages, Facebook and/or local radio stations for information about school closures.

## **8. WINTER DRIVING ADVICE**

Winter weather can still make roads treacherous and there is no guarantee that roads will always be completely free of ice and snow. The key to safer driving this winter is to make sure you and your vehicle are fully prepared and to make sure you always drive with due care for the weather and condition of the roads.

### **Before you set off:**

- check the local weather forecast and traffic reports.
- plan your route, allow for extra travelling time and consider alternative routes if practical
- check your car battery, lights, indicators, windscreen wipers and washers and coolant level.

- make sure your windscreen and all windows are clear and unobstructed.
- make sure your tyres have the correct pressure and are in good condition with at least 3mm of tread. Consider using winter tyres.
- avoid travelling in severe weather conditions unless your journey is essential.

### **Tips for safer winter driving:**

- keep a safe stopping distance at all times. It can take ten times longer to stop in ice and snow.
- avoid harsh braking and sudden acceleration; this could lead to skidding.
- if visibility is poor during the day due to heavy rain, snow, fog or mist, use dipped headlights. If visibility is seriously reduced, use rear fog lights, but remember to turn them off when visibility improves so as to not dazzle other road users.
- drive in the highest gear possible in icy conditions to avoid wheel spin.
- do not drive in flooded areas or places where ice could be covering water.
- watch out for motorcyclists, cyclists, pedestrians and horse riders – they can be difficult to see in bad conditions.
- try your brakes after driving through deep water, braking lightly will help to dry them out.
- always give gritters and snow ploughs plenty of room, be patient and don't follow too closely behind.

### **It is recommend that you keep the following in your vehicle during the winter months:**

- screen scraper and de-icer
- torch
- shovel
- flask of hot drink/food
- rug/blanket and warm clothing
- mobile phone, only use it when legal and safe to do so.

### **If stranded:**

- pull as far off the road as possible if your vehicle breaks down – your greatest personal danger at this point is being hit by passing vehicles.
- try to ensure that your vehicle will not block access for emergency vehicles or gritters
- remain with your vehicle unless shelter is available nearby
- maintain your circulation by moving your body.

- use the engine to keep warm unless the exhaust cannot vent, in which caseswitch off the engine.
- ensure that an airway is maintained if snowed over

Highways Agency website –

<https://nationalhighways.co.uk/>