



LADY BANKES

PRIMARY SCHOOL

ADVERSE WEATHER CONDITIONS POLICY SEPTEMBER 2025

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INTRODUCTION

The school will make every effort to remain open whenever possible.

The decision to close the school will be made by the Head Teacher.

The school will only be closed if one or more of the following conditions apply.

1. Insufficient staff are able to come in to keep the school running safely.
2. Conditions on site are dangerous.
3. Conditions are considered to be or are anticipated to later become too hazardous to travel.

IN THE EVENT OF HEAVY SNOW BEFORE THE SCHOOL DAY STARTS

PARENTS

When school closure is a possibility parents should find out whether the school is open by:

- looking at the school's website for information.
- Receiving a text message and follow up email from the school

If it is decided that the school will open, but the road conditions are difficult, parents should ring the school to advise that they are likely to be late.

If parents assume that the school is closed, but it is actually open, the absence will be recorded as unauthorised unless the Head Teacher is satisfied that there are exceptional circumstances.

THE SCHOOL

The Head Teacher will decide whether the school will open taking into account the conditions at the school and the ability of staff to get there.

If the Head Teacher decides to close the school the school will inform the London Borough of Hillingdon and send a text message to staff and parents advising them of the closure.

The school fully appreciates that in bad weather children may arrive later than usual.

Children will be permitted to enter the building as soon as they are on the school site.

LIAISON WITH OTHER LOCAL SCHOOLS

The head teacher will also liaise with other local schools to establish what arrangements are being made regarding school closure. Other local Hillingdon schools will be contacted.

IN THE EVENT OF HEAVY SNOWFALL DURING THE SCHOOL DAY

If there is heavy snowfall during the school day the Head Teacher will decide whether it is necessary to close the school.

The Office will contact parents and ask that they pick their child/children up from school as soon as possible.

The Staff that live furthest from the school will be permitted to leave at the earliest opportunity.

A skeleton staff will remain in school until all of the children have been collected.

If a parent rings requesting they pick their child up early due to the weather, and the decision has not been made to close the school, these requests will be considered on an individual basis by the Head Teacher.

WET MORNING BREAKS

Teachers on duty will decide if the weather is bad enough for a 'wet' break.

If a wet break is declared no children must be left unsupervised. One member of staff (Teacher or Teaching Assistant) should remain in the classroom to supervise break with all children remaining in their own classes.

Members of staff who stay in the classroom during the 'wet break' can take a break once lessons have resumed and be covered by support staff based in that year group.

WET LUNCHTIMES

The Head Teacher or the member of the Leadership Team on duty will decide if the weather is bad enough for a 'wet' lunchtime.

If a 'wet' lunchtime is declared the Lunchtime Supervisors will supervise the children with the support of other school staff. No children must be left unsupervised.