

# HAYES MEADOW PRIMARY SCHOOL

## Information for Parents/ Carers

In the event of an emergency school closure due to snow, the following procedures will be put in place.



### In the event of snow during the day:

- We will continually assess the school site and the surrounding area.
- If a decision is made to close the school, we will send a text message to parents/ carers asking for the children to be collected from school.
- We will not allow a child to go home with a friend unless we have had permission from the parent/carer.
- If the school has not yet announced a closure and your local circumstances make you concerned about your safety of travel, we ask that you make an informed judgement about collecting your child. We have no wish to put any of our families at risk.

### In the event of snow during the day:

- A decision will be made by 7.30am

This decision will be based on a risk assessment made by members of staff/governors who live locally and can make an assessment of the condition of roads and pathways on and around the school site. This will include looking at the weather forecast for the rest of the day and the number of staff who are able to get to school to ensure appropriate staff: pupil ratios.

- The outcome of the risk assessment will be communicated via text message by 7.45am where possible.
- School closures will also be notified on the Staffordshire County Council website [www.staffordshire.gov.uk/schoolclosures](http://www.staffordshire.gov.uk/schoolclosures)
- They are also announced on local radio stations.

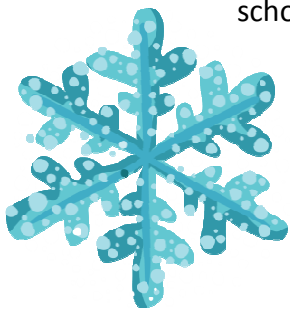
### Re-opening the school

This will be announced via the following routes:

- School website
- Text message

Once we return to school there is a possibility that there will be snow on the playgrounds and field. We may go out to play so we ask that children bring a pair of wellington boots to school that are clearly named. Children will not be allowed to go out to play in unsuitable footwear.

If school is open and circumstances where you live prevent you from being able to bring your child to school, it is expected that you will contact school to let us know by 9.25am. If conditions improve during the day you will be expected to bring your child in to school later on.



***It is important for parents/ carers to note that we may not always get the decision right. We ask for your patience and goodwill at these difficult times.***