



## Severe Weather Arrangements

### Ermysted's Grammar School

The School recognises its duty of care to all those working on the site. Whilst efforts will be made to keep the site open, there may be occasions when the site needs to be closed. The following details outline the procedures that the School will follow in the event of severe weather.

The decision to close the school may be taken when:

- Insufficient staff presence means the health and safety of pupils cannot be maintained
- School transport providers consider that routes are unsafe and inform the School that buses have therefore been cancelled
- Conditions on site are hazardous or contravene health and safety requirements

#### Severe weather before the start of the school day

If severe weather occurs **before** the start of school, parents will be informed by the following means:

- A message will be placed on the homepage of the **school website**: [www.ermysteds.uk](http://www.ermysteds.uk)
- An email message will be sent to parents via **ParentPay** and/or an announcement will be made via **Class Charts**

In the event of severe weather before the start of the school day a decision on closure will be taken **before 7:00 am**. After this time, the School guarantees to be open to all who arrive at the site. Arrangements will be made to ensure all pupils arriving on site are supervised. Where teaching can proceed as usual, it will do so. However, it may be necessary to combine groups and for normal classes to be suspended.

If the decision is taken to close the school, teachers will be asked to provide remote lessons via Teams or, if that is not possible, provide work for pupils via Class Charts as soon as practicable. Lessons will start at the normal time but end five minutes earlier to allow staff and pupils to have a break from the screen. Form registration and assemblies will not take place during periods of remote learning for the same reason.

The School is not responsible for publicising information regarding the unavoidable cancellation of buses or trains; however, it will do so if the information is provided by transport companies in good time. Parents are advised to check with transport providers directly to ensure buses and trains are running.

#### Closure during the school day

The School will remain open whenever possible but should conditions deteriorate **during** the day then a decision may be taken to close early.

- If a decision is taken to close early, an email message will be sent to parents via ParentPay.
- A notice will be placed on the homepage of the School website.
- Pupils with mobile phones will be given permission to telephone parents and relay this information. Where pupils do not have mobile phones they will be allowed to use the School's telephone to contact parents.
- If transport providers telephone School in good time to request that pupils be ready for particular bus routes, we will arrange for the pupils affected to be notified and dismissed from the School grounds in the normal fashion.

## Organising the safe dismissal of the pupils

Pupils must **not** ring home independently and request to be collected. The coordination of such arrangements is almost impossible to organise. Please advise your son to follow the advice below.

- Parents may request to collect pupils. If this request is made, then parents should make arrangements with the School Office rather than independently with pupils via mobile phones.
- Where it is acceptable for pupils living in Skipton to walk home they may be allowed to do so, but only when told to do so by a member of staff.
- Should pupils be released to the bus or train station and find transport is cancelled they are advised to return to the School and seek further advice.

Pupils who cannot get home safely will be supervised in School until parents can collect them or until the usual transport arrangements at the end of the day are available. Should it be necessary to organise supervision beyond the end of the normal school day, then School undertakes to organise this.

Parents can help in planning for such unavoidable closures by discussing the procedures at home and ensuring pupils are aware of domestic arrangements of house keys, mobile phone numbers, alternative bus routes and so on.

Whilst the School will take all reasonable steps to protect the safety of pupils it must be acknowledged pupils have a responsibility to follow the advice given.

Where contact with parents is advised, pupils should not leave the site unless they have spoken to their parents and been authorised to leave by a member of staff. Pupils must only leave the site if they clearly know how to get home **and** have access to a place of safety.