



SMCS

School Policy and Procedures in the Event of Severe Weather

Aim of the policy:

Clarity for all stakeholders on a school day and the potential arrangements for operation during severe weather conditions.

Conditions of the policy to apply:

1. If there have been severe weather conditions the day/night before or it is forecast and warned by national meteorological office for that coming day.
2. If the site has been assessed to be too dangerous for staff and students to accommodate.
3. If the local roads and transport links are too dangerous or disrupted for students and staff to travel to school.

Communication:

If you are unable to safely travel to school due to severe weather:

- Parents, please email the school by 7am

office@stmichaelscs.org

- Staff, please phone your line manager or Phase Headteacher by 6.30 am

If any of the above apply to any of our campuses, we will communicate by:

- Parents via ParentMail, our school website, classcharts and the Bucks CC website by 7 a.m.
- Staff via email by 7a.m.

If the school site is assessed as safe to have students and staff in, but you (student or staff) have not travelled in at normal school starting times, please assess your journey and roads throughout the day to assess whether it is then safe to travel.

If we have severe or deteriorating weather conditions during the day (i.e. after students have arrived at school), with our students' safety in mind we shall keep a constant check on road condition reports and weather forecasts. If conditions worsen during the day or if bus operators advise on an early departure, we will communicate this with parents to enable students to begin their journey home before buses are taken off the roads and before daylight fades. Students will not be allowed to leave without permission from parents, in this incidence we will call Primary aged children's Parents and allow Secondary aged students to use their phones if they have them. If you wish to collect your son/daughter in these circumstances, parents/carers will be required to go to reception and ask the office staff to locate the relevant student(s). No student will be allowed to leave the school premises before the end of the school day, unless a staff member has spoken with the parent.

Structure of day:

If the school is closed to students due to severe weather conditions, the following structure applies:

Primary

Day closed	Compulsory	Optional
1		Reading & Maths exercises in SEVERE WEATHER FOLDER on Teams. Choose relevant year group.
2	Reading & Maths exercises in SEVERE WEATHER FOLDER on Teams. Choose relevant year group.	
3 +	Invitations will be sent to students. AM lesson: 30 – 45-minute Teams PM lesson: 30 - 45-minute Teams (EYFS 1 X AM lesson)	

Secondary

Day closed	Compulsory	Optional
1		Reading & Maths exercises in SEVERE WEATHER FOLDER on Teams. Choose relevant year group.
2	Invitations will be sent to students. English 1 hour Teams Maths 1 hour Teams	
3+	Normal lessons per student timetable and timings via Teams	

Sixth Form

Day closed	Compulsory
1	Independent work emailed directly from teacher.
2 +	Normal lessons per student timetable and timings via Teams