



**Grange
Academy**
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Snow and Adverse Weather Procedure

Policy Status: Recommended

Review Cycle: 3 Years

Owner: Rachel Timms - Headteacher

Date: September 2025

Approved by: SLT

Date: September 2025

Review Date: September 2028

Emergency School Closure

PURPOSE:

Our aim is to avoid, as far as possible, any uncertainty and confusion in the event of possible school closure.

Roles and Responsibilities:

The responsibility for making the final decision rests with the Headteacher and Executive Principal. Discussions with the LGB, SLT and Site Agent who live close to the school will establish local conditions. The contact tree will then be used to disseminate any decision to close.

Procedure Statement:

Grange Academy aims to be open on every possible occasion. It is expected that where staff live within 2 miles, that they are prepared to walk or use public transport if necessary. There may however, be occasions when the school will find it necessary to close because adverse weather means that the school site is unsafe and poses health and safety risks to the school community. Untreated roads and hazardous driving conditions will also be taken into consideration. Issues that may lead to school closure include:

- Snow is 10cm deep and set to continue throughout the course of the day
- Extreme icy conditions would put pedestrians and vehicles at risk after severe snow/rain.
- Wind is reaching gale force and fences/ bins are moving with small debris flying
- Flash flooding indicates that water is covering the ground at 3cm or deeper
- Heat is reaching 35+ in the shade or temperatures are dropping to below 0 degrees inside. This would mean working conditions of between 18-26/28 Celsius. This evaluation takes place at 11am on the day as an indicator of how the day will progress.
- The school is unable to meet basic staffing levels
- There is no heating (and weather is an issue) or water

To make a decision, regular information is obtained from the Met. Office and the Highways Agency, as well as local reports from BBC and the local radio. Discussion with key members of staff and contact with other schools will inform the final decision. Decisions on whether or not to close Grange Academy are never taken lightly. The first consideration is always the safety of the pupils and staff. In adverse weather conditions, where staff live some distance from school, the journey to school may be too hazardous for them to set out and, once here, equally hazardous for them to get home. Health and Safety risk assessments are completed and we cannot open the school if there will be insufficient staff in the school to properly supervise the children or indeed provide a meal for them during the school day.

1. In the event of adverse weather:

- A decision will be made between 6am and 7am when possible (or in extended adverse weather conditions, where possible, the day before) whether the school should be open or needs to be closed.
- In the event of closure, the school will send: a text message to parents
- Put a notice onto the school website 'home page' and having notified Bedford Borough Council, the information may also be on the Council website.
- When the school re-opens, the Headteacher and Health & Safety Officer will ensure that the paths are cleared and that arrangements are made to ensure the safety of the pupils, parents, staff and visitors.
- If pupils are left uncollected then they will be supervised by staff on site until an alternative carer can be sought through their contact list.