

# WESTFIELD PRIMARY SCHOOL

## Policy for Adverse Weather Conditions

Dated: March 2026

Review date: February 2028



# Policy for adverse weather conditions - March 2026

## Our Vision

We want all Westfield children to foster a 'Love of Learning and a Love of Life', enabling them to excel, be the best they can and achieve the necessary life skills for their future.

## Our Mission

Westfield Primary School is committed to equality and valuing diversity and actively supports practices that promote genuine equality of opportunity for all staff and children.

We believe in the importance of children engaging, enriching and excelling at school. This allows them to make the very best progress they can in their learning, both academic learning and in learning about themselves, their relationships, making a positive difference in their community and the world in which they live.

The school will build on the qualities and skills which parents have fostered in the child at home. From the beginning, staff and governors will aim to create a caring and disciplined environment in which each child's well-being is valued and they are viewed as an individual.

We aim to provide the highest quality of education for all our children, in an environment that is challenging, motivating, caring and moral, where children can acquire the skills and knowledge appropriate to their individual needs through the delivery of a creative curriculum. Through our PLEDGE we strive to provide a range of exciting learning and life experiences.

We help all children to grow emotionally and to learn that courtesy, excellent manners, first class behaviour and consideration and respect for others are very important qualities. We hope all our children will become happy, responsible, and independent young people.

Westfield Primary School is a good school with many outstanding features. Our core values that run through the school (PRIDE) inspire our vision in which every child embraces a true Love of Learning and a Love of Life.

## Policy

It is the policy of the school to make every effort to remain open whenever possible.

The decision to close the school is never taken lightly and is made by the Head Teacher (with Chair of Governor's approval) either before or during the school day. The school will be closed if one or more of the following conditions apply:

1. Insufficient staff are able to come into school to keep it running safely, or advice is issued against travelling.
2. Conditions on site are dangerous, therefore there would be a risk of injury to pupils, staff or visitors due to the weather conditions.
3. Conditions are considered to be or are anticipated to later become too hazardous for travel and therefore it is not safe for children or staff to travel to school.
4. A failure of the school's heating systems or other mechanics that would impact on the school day.

If adverse weather conditions occur the school will take one of the following actions:

1. School will open as usual (if we consider it safe to do so).
2. School will open later (10:00am). **All** Pre-school clubs and **all** after school clubs (including the paid Pleiades Breakfast and After School clubs) will be cancelled and school will close at 3:10pm. All children must be collected promptly at the end of the day.
3. School will close. In the event of a school closure that lasts longer than one day from day two onwards the school will implement remote learning.

The safety of our children, staff and parents remains paramount.

If the school is to close:

The closure will be displayed (technology permitting) on the school website homepage [www.westfield.surrey.sch.uk](http://www.westfield.surrey.sch.uk)

Parents will be alerted to the closure by text and/or email activated by the school office. The school will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents.

However parents are expected to check the school website above when it is clear that a closure is a possibility.

The school appreciates that during bad weather children may arrive later than normal. Parents should endeavour to contact the school to let them know they are on their way if likely to be delayed. The school recognises there will be isolated instances where families are cut off, even where the clear majority of children can get into school. In such instances parents should inform the school of the circumstances of this exceptional situation, as the school has a duty to clarify the circumstances of each case so as to be able to formally authorise the absence to the Local Authority. Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevents their child coming into school, risk their child being recorded as an un-authorised absence.

Where the school is officially closed, all absence is counted as authorised absence.

On day 2 of a school closure due to adverse weather we would implement our remote learning policy. All children would have learning set on SeeSaw, Reading Eggs and/or via the class emails All children would be expected to complete the learning which is set. Please refer to our Remote Education Provision, which is available on the school website.

In the event of the school having to close during the day due to unforeseen worsening weather or similar unforeseen circumstances, parents will be contacted by text, email or phone and asked to collect their child/ren. Such an early release will only be contemplated in extreme circumstances.

In the event of snow, some pathways/access routes (but not all) will be cleared and salted. Parents, children and visitors need to be aware that pathways, even where cleared, do remain dangerous, and care should be taken. Their class teacher and other adults in the school will also remind children of this.

Before and after school opening hours parents are responsible for their children and ensuring they walk and do so with care and awareness of potentially slippery surfaces. Parents need to ensure their children do not slide on the school playground or attempt to go on any of the equipment.

In icy conditions the premises manager will salt pathways as follows:

- A) from the front gate to the front office.
- B) from the main gate (children's entrance) to the school hall.
- C) from the Adult Education car park pedestrian gate, across the playground to the closest class entrance.

The decision may be taken to close the playground and the side hall door will be opened to allow children to access the school via this door.

During adverse weather conditions, the playground may be out of bounds to parents and children at the beginning and end of school, and if the Head Teacher decides it necessary, at break times as well. On these rare occasions, the children will enter via the side door to the school hall, which will be open from 8.35am. There will be staff in the hall and at the door to greet and direct children to their classes.

During adverse weather conditions parents should not drive down Bonsey Lane as this can become treacherous in icy conditions.

In the Head Teacher's absence the Deputy Head teacher or member of SLT on site will assume responsibility for making all decisions relating to the Adverse Weather Policy.

This policy will be reviewed every two years.