

**21st November 2025**

### **St Andrew's Primary School: Adverse Weather Plan (Snow)**

Dear Parents and Carers of St Andrew's,

What follows is our plan for managing school operations in the event of snow or other severe weather, ensuring we can keep St Andrew's Primary School open as much as possible.

While we know our pupils look forward to a potential 'snow day', we appreciate that closure is a great inconvenience for families and can disrupt the children's valuable learning.

Whenever possible, we will keep the school open, but our paramount concern is always the health and safety of our pupils, staff, and wider school community.

#### **Keeping the School Site Safe**

Our obligation is to provide safe pathways for everyone entering the St Andrew's\* site. Clearing snow and gritting pathways takes up significant time, manpower, and resources. To stay open safely, we must be realistic in our management of this task.

The key considerations for our school are:

- Site Safety: Do our risk assessments confirm it is safe for pupils and staff to be on the school site?
- Safe Access: Can we provide safe access onto and out of the school by clearing suitable pathways (considering whether we have the means and workforce to do this in a safe and timely manner)?

If we can answer yes to both questions, then we can safely open. However, parents/carers and pupils still have a responsibility to conduct yourselves in a way that does not put anyone in danger.

\*The pathway between Sand Street and the large oak trees at the front of school is not maintained by St Andrew's, and therefore we cannot take liability for this area. We are currently investigating where the pathway has been adopted by a Community Gritting Scheme. More information about this scheme can be found [here](#).

#### **Who Decides if St Andrew's Opens, and How Will You Know?**

The Headteacher will always make a daily decision about whether the school can open. The main factor is whether enough staff can safely manage to get to work from their respective homes.

- Decision Time: Any decision to close will be made and communicated by 7:30 am at the latest.
- Communication: If closure is necessary, this will be posted on the School Website, Class Dojo, and via a message using our MCAS email communication system.
- Action: If you have the MCAS App, please ensure notifications are enabled. Please do not telephone the school in such circumstances unless absolutely necessary.

- No Notice = Open: If you do not receive any notice, St Andrew's Primary School is open.

### **Managing Access on Snowy/Icy Days**

To ensure the safety and efficiency of drop-off, we will reduce the number of paths and entrances that need to be cleared before the start of the school day.

#### **Morning Drop-Off**

- Clearing Priority: The main paths from the road to the Main Reception and Double Door Entry to the Hall area will be cleared and gritted.
- Required Route: As all pupils will be using these routes, please allow extra time.
- Entrance Points: The cleared pathway will allow access to school via the Main Reception Door (EYFS and Year 1 and 2) and the Double Doors to Hall (Years 3,4, 5 & 6). We cannot manage paths to all usual class entrances.
- Staggered Entry: Children will be allowed to come straight into the school building upon arrival to avoid a sudden rush at 8:40 am.

#### **Afternoon Collection**

We hope to have had time to grit and clear paths to both usual entrances by the end of the day to operate our usual pick-up arrangements. We will inform you via Class Dojo if revisions are necessary, and staff will be on hand to help.

#### **Managing School Closure During the Day**

Regular checks will be made to assess safety. In the unlikely event that the school needs to close during the day due to sudden, heavy snow, the Headteacher will take advice from the Trust before making the final decision.

- Communication: Parents/carers will be informed as soon as possible via MCAS Email/App notification and Class Dojo so that children can be collected safely.
- Contact Details: Please ensure the school has your most correct and up-to-date contact details and that you have joined Class Dojo.
- Remote Learning: In the case of a closure, teachers will provide clear opportunities for remote learning so that the children's education can continue at home.

#### **Essential Clothing & Footwear**

During periods of inclement weather, children (and adults) need to wear appropriate sensible footwear to help avoid slipping, and waterproof outer clothing to be dressed for the conditions.

- Inside: On snowy days, please consider sending a spare pair of shoes to be worn inside, as well as a spare pair of socks and gloves, just in case.
- Playtime: Once open, the school will operate normally, and risk assessments will be completed before each playtime to assess whether the snow is safe for playing in, or if it is too slushy or icy.

### **Attendance Recording**

Attendance will be managed and recorded with consideration given to the circumstances of adverse weather and the distance pupils have to travel. Specific codes will be used to distinguish between absence due to weather conditions and other factors.

Many thanks for your understanding and support for this practical approach. Working together, we can ensure a safe and successful day for all members of the St Andrew's community.