

Inclement Weather Procedure

Junior School Fitzwilliam Building and Dame Bradbury's

Parents will find the following points of information and guidance about our procedures during periods of inclement weather helpful.

1. Our intention is for school to remain open. On mornings when bad weather will clearly affect the safe transportation of pupils the Minibus transport may be suspended. If a decision is made to cancel the minibuses the night before, we will let parents know by ParentMail ahead of time. If the Minibus transport is cancelled on the morning itself, we will alert parents by ParentMail, post a notice on our website www.stephenperse.com and use our Twitter feed @SPFJuniorSchool or @DameBradburys.
2. Safety is the first consideration for each family. Whether your child attends school will depend on personal circumstances and local conditions. We appreciate that local conditions will vary and may change rapidly and we will understand if a pupil cannot get to school by 8:20am for registration. Equally, if bad weather sets in later and you are worried about the journey home, you may wish to make arrangements for your child to be collected or leave school before their end of day collection time.
3. To ensure that we know who will and will not be in school (and to comply with statutory requirements), kindly inform us if your child is unable to attend school by emailing: studentabsence@stephenperse.com. Please avoid telephoning us unless absolutely necessary to ensure that telephone lines remain available for urgent calls.
4. In exceptional circumstances, we may take the decision to close the school early in the day. In this event a notice will be posted on our website www.stephenperse.com and Twitter feed @SPFJuniorSchool or @DameBradburys. In addition, notifications will be sent to parents via ParentMail and parents may arrive at school to collect their child at any time, up until the end of the school day, but there will be no after-school activities and no Late Stay provision in place. Minibus and coach transport may be suspended if conditions are particularly severe.
5. Parents who arrive to collect pupils should wait at their child's designated end of day collection point as per normal. Should we need to stagger collections, due to COVID 19 rules on social distancing or for any other reason, then this information will be shared with you at the point of notification. Supervision will be provided until every pupil has been collected.
6. Exceptionally, on a day affected by particularly bad weather, parents of Junior School pupils may find it more convenient to take their child to Dame Bradbury's School in Saffron Walden for the day: and vice versa for parents of Dame Bradbury's pupils. Should this be the case, parents are asked to contact both Junior School (fitzwilliam@stephenperse.com) and the office at Dame Bradbury's (office@damebradburys.com) to arrange this. This arrangement will be subject to the ability to safely accommodate each additional child with relation to staffing and pupils numbers in attendance. **(Note that this option is not available during the COVID-19 pandemic due to the need to maintain bubbles on each site.)**

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7. Access to School site (Dame Bradbury's)

The school driveway can be very hazardous during bad weather. The Senior Leadership Team and Site Supervisor will judge the safety of the car park, and may need to ask parents to drop their children at the front door or other alternative drop off point, ensuring that pupils in Early Years and Nursery are escorted to their classrooms by staff. The site will also need assessing and sufficient salting and clearing will need to take place for pupils and staff to safely access buildings. The Head will make a decision on how safe the school site and access to it are before a final decision is made on opening.

Staff should also use the School website or the other sources above to find out if the School is open. Staff who live within walking distance are asked to come in "on spec", subject to safety, to be there in case any children arrive even if the School is closed.

Reviewed: January 2022