



Oxenhope Church of England Primary School

Winter Conditions and Gritting Policy and Procedures – January 2019



Created By:	Date:	Next Review Date:
A Jones	January 2019	November 2021

We are a community where each person is valued by God. We nurture confidence, delight and discipline in seeking the skills needed to shape life well.

Life in all its fullness; John Chapter 10 v 10.

At Oxenhope CE Primary School, we believe in a broad, balanced and creative curriculum, which provides *each child* with a chance to flourish and achieve their potential by becoming successful, life-long learners who are able to enjoy life in all its fullness. Our Christian ethos, character and values pervade Oxenhope CE Primary ensuring the exceptional personal development and academic achievement of the whole child, as well as the overall 'well-being' of the school community. The school is wholehearted in its commitment, putting faith and spiritual development at the heart of the curriculum.

Christian beliefs and practices that underpin this policy

<p>Love / Compassion</p> 	<p>'Love your neighbour as yourself' Luke 10 v 27 Just like Jesus was 'moved with compassion' we want to instil the children of Oxenhope with selfless kindness towards others. The ultimate aim is to do good to other people, whoever they may be.</p>
<p>Service / Community</p> 	<p>'Serve one another in love' Galatians 5 v14 At Oxenhope we actively seek opportunities to work together to help others. As even Jesus washed the disciple's feet we can learn from his example and seek to do good where we can, both locally and globally.</p>
<p>Wisdom</p> 	<p>'Blessed are those who find wisdom, those who gain understanding.' Proverbs 3 v 13 As the children at Oxenhope are faced with situations and dilemmas, we endeavour to teach and direct them to make wise choices which will develop their characters and shape their lives. Wisdom is rooted in a proper reverence for God, the source of all life and values.</p>
<p>Forgiveness</p> 	<p>'Forgive us our sins as we forgive those who have sinned against us.' Luke 11 v 4 These are the words we quote in our school prayer. As we appreciate how much we have been forgiven, we can forgive others.</p>
<p>Courage</p> 	<p>"Have I not commanded you? Be strong and courageous. Do not be afraid; do not be discouraged, for the LORD your God will be with you wherever you go." Joshua 1 v 9 It is important that the children go from Oxenhope with a determined strength that they can bravely overcome whatever challenges they are faced with.</p>
<p>Endurance / Hope</p> 	<p>'Be joyful in hope, patient in affliction, faithful in prayer.' Romans 12 v 12 Jesus' followers are challenged to think of life like a race. However - NOT a short sprint but a marathon! The bible says that we are made stronger for the future every time we endure and refuse to give up. We teach our children to persevere and not give up hope.</p>
<p>Truth</p> 	<p>'Instead, we will speak the truth in love, growing in every way more and more like Christ' Ephesians 4 v 15 We teach the children to be full of integrity and honesty, knowing the difference between right and wrong. If they have strong moral principles they will be the much needed light in this world. As Jesus said 'the truth will set you free.'</p>

At school, we are aware that the timings of our decisions to close the school are critical for parents and carers, trying to get their children to school and then get to work. Following a heavy overnight snowfall, we always try and take the judgment on school closure as early as possible in the morning. We aim to make this decision early enough for parents/carers to make alternative plans for childcare or, if there is a heavy snow fall during the day, with enough notice as possible for parents/carers or an alternate to pick up.

Whatever the time of day, please be assured that the decision to close the school is taken after considering many factors, particularly the health and safety of our children and staff, and is not taken lightly and always in coordination with other local schools and or after advice from others.

Recommendations for parents and carers:

- Please have 2 emergency contact numbers available at our school office
- Please have your own emergency collection plan in place should the school be closed during the day
- Look for updates on the website, Bradford Schools Online and on Social Media
- Don't set off to school until you are confident it is open and it is safe for you to travel
- Be patient – we understand the pressures of family life however there will be a slight delay between the decision to close and the information getting out there. Please be assured that we are always working as quickly as possible to help.
- Please remain positive – we will do our best to ensure the school remains open however the safety of children, staff and parents is our priority and if we do close then it will be due to intensive conversations and advice from 3rd parties, such as the council, other schools and BDAT.

Snowfall Overnight

School Closure

Heavy snowfall overnight may result in access to the school being restricted or may stop children, parents/carers and staff from getting to school safely. If these conditions apply, the following steps will be taken:

- The Head and the Caretaker will evaluate the prevailing conditions at the school site and in the area.
- Staff will contact the Head as early as possible, but before 7.15am to advise of their capability of getting to work safely.
- If access to the school is regarded as too dangerous or there would be too few staff to teach the children, the Headteacher and Chair of Governors will take the decision to close the school. We aim to make this decision by 7.30am, particularly to assist parents and carers of children attending our Before School Club.
- The Headteacher will then register the school closure with Bradford Schools Online (bso.bradford.gov.uk). This information will be posted automatically on the Bradford Schools Online - Emergency Closures page (https://bso.bradford.gov.uk/Schools/SchoolClosure_Index.aspx) and trigger contact with Pulse Radio (<https://www.pulse1.co.uk/>)

- The school will use their telephone trees system to alert everyone about the school closure.
- Our school website (<http://www.oxenhopecprimary.org.uk/>) will be updated with information regarding the school closure.

Delayed opening

In the event that poor local road conditions result in pupils or staff taking a longer time to arrive at school, the Head and Chair of Governors may decide to open the school later or extend the time for registration so that everyone can get to school safely. If the decision for opening later is agreed, following steps will be taken:

- The Headteacher will register the delayed opening of the school with Bradford Schools Online (bso.bradford.gov.uk). This information will be posted automatically on the Bradford Schools Online - Emergency Closures page (https://bso.bradford.gov.uk/Schools/SchoolClosure_Index.aspx) and trigger contact with Pulse Radio (<https://www.pulse1.co.uk/>)
- The school will use their telephone trees system to alert everyone about the school's delayed opening.
- Our school website (<http://www.oxenhopecprimary.org.uk/>) will be updated with information regarding the delayed opening.
- The Head will need to assess the number of staff members who have arrived at school by 8.45am. If there is a sufficient number of staff who have been successful in arriving at school, the Headteacher will keep the school open, but continue to reassess the situation throughout the day. If, at any point, it is felt that the children should go home, the school will contact parents and carers via text and/or email/phone of the early closure and request collection of the children.
- Parents will also be emailed by the school. The school status will be updated on our own website.
- If the school is not forced to close, then normal pick up and collection arrangements will apply for all pupils.

Heavy Snowfall at Rush Hour

If there is heavy snowfall during the rush hour period when pupils, parents/carers and staff are travelling to school, and teachers have registered their delayed arrival with the school, then the following procedures will be followed:

- The Head and the Chair of Governors may decide to close the school or delay opening, in which case the respective procedures given above will apply.
- If it is decided that the school will open, it will be left to the best judgement of parents and carers to decide for themselves if it is safe for them and their

child(ren) to attempt to make the journey to school, even if it means a late arrival.

- If pupils have already been dropped off by parents, they must report to the school where they will be safely supervised.

Snowfall during the School Day

In the event of a heavy snowfall and/or there is a significant deterioration in local conditions occurring during the school day, so that the return home may become unsafe, then the Headteacher may decide to close the school. The following procedures will be followed:

- The Headteacher will then register the school closure with Bradford Schools Online (bso.bradford.gov.uk). This information will be posted automatically on the Bradford Schools Online - Emergency Closures page (https://bso.bradford.gov.uk/Schools/SchoolClosure_Index.aspx) and trigger contact with Pulse Radio (<https://www.pulse1.co.uk/>)
- Parents will be contacted by text and/or email by the school. The school status will be updated on our own website.
- Staff will remain on site to supervise the children with an acceptable ratio of staff to pupils until all the children are collected.
- Parents and carers of children attending our After School Club will be contacted by text and/or phone/email to advise of early closure of the school.

Snow Clearance

If there is heavy snow on the ground and weather forecasts show that no more snow is expected to fall in the locality, we will attempt to clear and make safe our school playground, paths and parking areas as quickly possible. We request that there are no children on site during the clearance operation.

Failure of the school heating system

Ambient temperature at school should be comfortable for all pupils and staff. In the unlikely event of a malfunction or total failure of the heating system, the Headteacher might have to take a decision to close the school. It is understood that this is very inconvenient for everyone, but a minimum temperature is mandated by law and a decision to close the school is not taken lightly. If problems with the heating system occur, the following procedures will be followed:

- The Headteacher will then register the school closure with Bradford Schools Online (bso.bradford.gov.uk). This information will be posted automatically on the Bradford Schools Online - Emergency Closures page (https://bso.bradford.gov.uk/Schools/SchoolClosure_Index.aspx) and trigger contact with Pulse Radio (<https://www.pulse1.co.uk/>)
- If the failure occurs during the school day, parents will have contacted by text and/or email by the school to arrange collection of their child(ren). The school status will be updated on our own website. Staff will remain on site to supervise the children awaiting collection, with an acceptable ratio of staff to pupils.

- Information on the repairs to the heating system will be disseminated and updated via the school website and class telephone trees as soon as possible.

Icy Conditions

If there are icy conditions, we will endeavour to ensure that the site is safe for all who use it. It may be necessary to close gates or entrances to ensure safety.

Gritting procedures

This policy for snow and ice clearance is based on the simple priority of ensuring the school site remains open yet safe at all times for staff and children throughout periods of inclement weather. The first priority is to ensure access and exit to and from the school site for all school users. This must be done following the basic priority of safety for all users.

The policy is in place to allow a set procedure to be followed which is initially triggered by the Head making a decision on the safety of opening the school. Once triggered, the gritting procedure will be implemented.

ROLES AND RESPONSIBILITIES

Head and SLT

1 Responsible for ensuring that school is fully equipped with appropriate snow clearing and

protective equipment, and adequate stocks of rock salt and sand/grit etc.

2 Responsible for rearranging Caretaker times to ensure snow and ice clearance is undertaken at the earliest possible time. This may involve asking site staff to attend work

earlier than contracted.

3 Responsible for rearranging Caretaker duties to ensure snow and ice clearance is continued throughout the day if necessary.

4 Responsible for outlining in this policy (school gritting plan), the prioritisation of routes to be

gritted and appropriate access routes to use during bad weather.

5 Responsible for ensuring that the gritting policy is made available to parents and carers via the school website.

6 Responsible for drafting and reviewing the schools gritting plan every two years or immediately in the event of any changes to the school grounds.

Caretaker's Responsibilities

1 Responsible for the immediate clearance of snow and ice in designated areas in line with

the school gritting plan.

2 Responsible for ensuring that equipment provided to clear snow and ice is adequate for the

purpose and maintained in a satisfactory condition, supplies of rock salt and sand/grit mix

should be monitored throughout the winter period and replenished promptly.
3 Responsible for temporary closing access areas around the school in line with the school gritting plan. Such areas should be clearly marked (e.g. signage/cones or tape). Records of clearance and access route closures should be kept.

Governing Body

- 1 Responsible for agreeing the winter plan for the school including snow and ice clearing procedure.
- 2 Responsible for providing sufficient resources to implement the plan.
- 3 Responsible for monitoring that the snow and ice procedure is being carried out.

Staff

- 1 Responsible for reporting to the Caretaker/Headteacher any situation where the recommended action contained within the gritting plan has not been carried out.
- 2 Responsible for safeguarding own and colleagues' health and safety in bad weather.
- 3 Staff should also wear footwear/clothing appropriate to the conditions.

Parents

- 1 Responsible for adhering to the designated, gritted pathways into school.
- 2 Responsible for collecting their child during the day should conditions worsen.
- 3 Responsible for ensuring that the school has their up to date telephone numbers in order for text messages/telephone calls to be received.
- 4 Responsible for wearing suitable footwear for the conditions when bringing and collecting children from school.
- 5 Responsible for ensuring that their child(ren) are wearing sensible footwear and warm coats according to the conditions.
- 6 Responsible for supervising their child(ren) before and after school and ensuring that children do not play on the artificial turfed areas and play equipment outside of the school day.

Gritting Plan

- Main car park
- Pedestrian paths from Hebden Bridge Road will be gritted around the building to the gated entrance
- The path from the car park to the Main Entrance (extreme caution should be exercised in moving from a vehicle to the path ways).
- The path from the main gate through the big black gate to the y3/4 door and along the side of the reception class outdoor area to the link corridor door.
- The slope to reception class
- The path across the playground to the bottom gate

Please note: -

- It is not practical to grit large areas of grounds therefore if it is thought that playground areas are unsafe due to underfoot conditions they will not be used during the day however, should the Head teacher decide that it is safe for the children, they will be permitted to play out during playtime and lunchtime.
- At the beginning/end of the day adults collecting children must use the clearly gritted pathways
- It may be possible for paths to have become unsafe during the day when there is no caretaking cover available to grit the paths. It is therefore very important that extreme care is taken when coming on to the school premises later in the day.
- Paths outside the school are outside the school's area of responsibility – if they are dangerous we will alert the Highways department to the situation and request their attention.

Useful websites and numbers

<https://www.pulse1.co.uk/>

https://bso.bradford.gov.uk/Schools/SchoolClosure_Index.aspx

www.bso.bradford.gov.uk

<http://www.oxenhopeprimary.org.uk/>

www.online.bradford.gov.uk

School Office – 01535 642271