

## Information Sheet for Parents and Carers

- **Following the severe weather in January 2010 we have now implemented a Severe Weather Protocol for North Walkden Primary School which will come into effect immediately.**
- **It is our aim that the school will remain open whenever possible but each situation will be assessed individually and will be subject to variation and change.**
- **As you will appreciate we must take into account both pupil and staff safety not only whilst in the school but also in attempting to travel to and from North Walkden Primary School.**

In the event of severe weather the protocol will be;

1. The school will be assessed by key staff to ensure that it is safe and the heating and water are working to a satisfactory standard.
2. The School Business Manager will notify parents via text messaging service of the opening arrangements for the school. If no text messages are sent then the school is open as usual. Parents should also look on the school website and Salford City Council's website, where closures or partial closures will be listed.
3. The School Business Manager will advise parents which classes should attend the school. Priority for opening will be given to the oldest children i.e. Year 6 then Year 5 etc. depending upon the number of staff who actually arrive at school.
4. Parents should expect to be requested to send their child with a packed lunch as sufficient catering staff may not be able to access the school in order to provide a hot meal.
5. For pupil and staff safety if the severe weather relates to snow and ice the gates on the playground entrances will not be opened and all parents and pupils will be required to use the main reception entrance at the start and end of the school day.
6. Parents must be aware that the situation will be monitored by key staff regularly and opening and closing times will be subject to variation such as opening later and closing earlier, depending upon the changes in the weather circumstances.
7. The school will endeavour to maintain effective communication with parents via the LA Website, text and once staff arrive in school, via the telephone voicemail message and the school website.
8. School staff will contact parents and carers as and when appropriate to organise a working party to help with clearing and gritting a pathway on the school driveway under the direction of key school staff.