School Day Disruption Policy
(Due to adverse weather conditions etc)

Document Status			
Date of Next Review	May 2027	**Responsibility**	*Full Governing Body*
Success Criteria for review completion		Review of procedure for previous academic year	
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Method of Communication (e.g Website, Noticeboard, etc) **Email, Noticeboard, website Policy folder**		**Chair of Governors : Ashlea Costelloe** **Headteacher: Sally Cowling**	

Rationale
The Health and Safety of all students and staff at Bishop Monkton C of E Primary School is paramount including travelling to and from School. Occasionally this safety is threatened due to adverse weather conditions and a decision has to be made to alter the timings of the School day to ensure the safety of all. The decision is not taken lightly. The School understands that changes are inconvenient but must ensure the safety of all involved.

Information Sources that may be consulted
This decision will be based on information received from the following sources:-
- North Yorkshire County
- Home to School transport companies
- Police and highways department
- Weather forecasts and reports
- Parents living in outlying areas
- Other local schools including our feeder primary schools.
- Information received from staff living in outlying areas

Action Plan
Before the decision to close has been made
- Students and staff to make their best attempt to get to School/work (the DCSF consider 'essential travel' includes 'students going to School to keep learning, and School staff going to work') {teachernet.gov.uk}
- All parties to listen to local radio stations for up-to-date information regarding road conditions and whether the School is open/closed.
- Contact and liaise with relevant sources of information from the list above
- Staff to keep the School informed of progress to work

Complete Full Day Closure
This may be necessary if it is not safe for students to be in School (i.e. heating failure, not enough staff to supervise the students, dangerous travelling to and from School). The most senior member of staff present will co-ordinate the following tasks.
- Contact all local radio stations using correct password
- Contact NYC and any other agencies as necessary (i.e. supply)

- Initiate staff telephone contact tree (All staff who are able to get to work should attend as normal. Those staff unable to get to Bishop Monkton should report to their nearest NYC School for duty)
- Answer all incoming telephone calls etc.
- Place notices on entrances to inform pedestrian students
- Supervise any students in the main hall until parents can collect them OR we are certain that they are not returning to an empty house.
- If necessary, group any remaining students together and construct a suitable day

Partial Closure

This will occur if the transport companies are unable to bring the students to School from outlying villages. It should be noted that if the home to School transport does not operate in the morning then they are not obliged to operate in the afternoon (i.e. if parents decide to bring the students in themselves then they will be responsible for the homeward bound journey as well). The most senior member of staff present will co-ordinate the following tasks.

- Students and staff to make their best attempt to get to School/work (the DCSF consider 'essential travel' includes 'students going to School to keep learning, and School staff going to work') {teachernet.gov.uk}
- All students who walk to School should attend in the normal way
- All students who are brought to School by parents should attend if the parents feel it is safe to travel. It is also the parent's responsibility to arrange safe travel home.
- Contact and liaise with relevant sources of information from the list above
- Staff to keep the School informed of progress to work
- An alternative curriculum will need to be formulated using available staff

Early Partial Dismissal

This will occur if the School is contacted by NYC or the transport companies contact the School to say they are sending the buses due to adverse weather in outlying areas. The most senior member of staff present will co-ordinate the following tasks.

- Contact and liaise with relevant sources of information from the list above
- Parents to be contacted to arrange collection of pupils. We will only allow students to travel if we are certain they are not going home to an empty house. If contact cannot be made the student will stay in School until the parents can pick them up.
- **All other students will stay in School until the official finish time**.
- After consultation, ensuring the safety of students, and careful consideration of all the information gathered – any member of staff whose safety is deemed to be at risk if they stay at School will be allowed to make their way home and alternative arrangements for their classes will be made.

Early Total Dismissal

This may be necessary if it is not safe for students to be in School (i.e. heating failure, not enough staff to supervise the students etc). The most senior member of staff present will co-ordinate the following tasks.

- Contact and liaise with relevant sources of information from the list above
- Parents to be contacted to request collection of pupils.
- We will only allow students to leave the premises if we are certain they are not going home to an empty house. If contact cannot be made the student will stay in School until the parents can pick them up.
- Contact NYC
- Staff - After consultation and careful consideration of all the information gathered – any member of staff whose safety is deemed to be at risk if they stay at School will be allowed to make their way home.
- Supervise any remaining students in the main hall until parents can collect them OR we are certain that they are not returning to an empty house.