

SEVERE WEATHER ARRANGEMENTS



Information for Students and Parents / Carers – Please retain for reference

1. Closure of school before the working day starts

In the event of snow overnight or in the early morning the Headteacher will assess the impact on our ability to provide a safe environment for students and staff. This will include consultation with site team and local bus companies as well as use of local weather forecasts.

A decision will be made by 7.30am (often earlier). Please see the table below for communication methods used. 'Peak period' refers to time between 7.00am and 8.50am when parents and staff are seeking information and planning travel arrangements.

Method	To assist us please could you:	Reliability / Notes
Parentmail will be sent out to all parents / carers	Ensure Academy has up-to-date mobile and email contact information	Reliable Occasional delays in email arriving
Message will be posted on our Twitter account (@AxeAcademy) and the Axe Valley Academy Facebook page	Check you know how to access	Reliable
Message will be posted on Academy website www.axevalley.devon.sch.uk	Use to check changes and updates	Reliable
Local radio stations BBC Devon FM 95.8, 103.4, AM 990, plus digital Heart FM Exeter 97.0, 103	Avoid phoning radio stations as this jams their phone lines	Reliable although there can be delays if all schools are closing
Academy phone line	Avoid phoning for information during peak periods as it is possible that there are limited numbers of staff on site to answer calls.	Unreliable if site closed

2. Academy Closure during the school day

In the event that the weather rapidly deteriorates between 8.00am and 3.25pm the Headteacher will assess the impact on safety for students and staff and on transport/home arrangements. If the decision taken is to close then the methods detailed above will be used to communicate with parents / carers. We will aim to provide at least two hours notice so that arrangements can be made. However in an emergency situation the notice period may be shorter as we are dependent on availability of bus companies.

In the event that a student is unable to go home because parents / carers are unable to collect, students will be supervised in the Sixth Form common room until a time when they can be collected. This is accessed via the Lyme Road entrance by the Flamingo Pool.

3. What to do if weather conditions are poor but the school is not closed

Students / parents are advised only travel if it is safe to do so
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The site team will operate a plan to keep the site ice / snow free and safe for users. We ask students to follow these common-sense safety procedures:

- Use gritted pathways and areas where snow has been removed
- Avoid sloping areas
- Only move around site if necessary
- Notify reception if you think an area is hazardous
- Wear appropriate footwear and extra warm clothing
- Snow ball throwing is not permitted around Academy buildings. Students will be allowed to throw snow balls on the Academy fields at break and lunchtime, if they chose to do so.

We ask parents to:

- Parents / carers to drive with extreme care on site
- If students living in isolated areas are unable to get to Academy then please phone the Academy absence line to report this (01297 630157)

4. Bus transport information

We will announce any bus route cancellations on the Academy web site and twitter as we receive news.

If the bus service does not run in the morning, it is unlikely to run in the afternoon. Please, therefore, make alternatives arrangements for both the morning drop-off and the afternoon pick-up if you are able to.

What happens if your bus is late?

We advise that you wait up to 30 minutes beyond the normal collection time and if the bus does not arrive then return home. Students are advised to carry a mobile phone so they can communicate with parents / carers.

5. Car journeys

If you drive your son / daughter to Academy then please consider the following:

Checklist for planning a journey:

- Check the weather forecast and road conditions
- Consider other routes
- Consider other types of transport
- Allow extra time for your journey
- Ensure that your vehicle is prepared for the journey
- Carry warm clothing, blankets, hot drinks, a torch, a shovel, and suitable footwear
- Tell someone at your destination what time you expect to arrive

Advice for driving:

- Reduce speed in bad weather
- Increase stopping distances
- Avoid sudden acceleration and braking
- Use dipped headlights in poor conditions

If stranded:

- Ensure that your vehicle will not block access (abandoned vehicles can obstruct spreaders)
- Maintain your circulation by moving about
- Use engine to keep warm unless exhaust cannot vent