



1 INTRODUCTION

- 1.1 This Policy is to cover situations when weather conditions lead to the closure of the school or an earlier than usual closure of the school.
- 1.2 This is for extreme weather conditions that lead to safety concerns for students travelling to and from the school or safety concerns with the condition of the school's grounds.

2 ROLE OF TRUST BOARD AND COMMITTEES

- 2.1 This is an operational matter and responsibility for devising and implementing this policy has been delegated by the Trust Board to the Principal.

3 ROLE OF PRINCIPAL AND SENIOR LEADERSHIP TEAM

- 3.1 The final decision to close the school will be made by the Principal & Senior Leadership team following a site inspection by the Site Manager or their deputy.

4 SITE INSPECTION

- 4.1 The Site Manager will assess the school's walkways and outside spaces, make sure there is no risk of disruption to heating or electricity supply and assess the capacity to clear any snow.
- 4.2 The Site Manager will contact the Principal or designated Senior Leadership team member before 7am, or as early as possible, to discuss any concerns about the condition of the grounds.

5 STAFF

- 5.1 Staff are required to contact the Trust before 7am if they are unable to travel to the school on the day of the inclement weather.
- 5.2 If the minimum number of staff required to operate safely is unachievable the Trust Leadership Team will need to make the decision to close the school.

6 SCHOOL BUSES

- 6.1 If the bus company are unable to run the bus services, the school will be closed by the leadership team as students will not be able to get to and from the school.
- 6.2 If inclement weather starts to disrupt the grounds during the day the buses will arrive earlier in the day to take students home whilst it is safe to do so.



7 COMMUNICATING A SCHOOL CLOSURE

- 7.1 Any school closures will be communicated by contacting local radio stations, an update on the Trust's website, the Trust's automated text message system, social media and via a Parentmail to inform all parents.
- 7.2 Parents must keep contact details on Arbor as up to date as possible to ensure that messages regarding Trust closures do not go unnoticed.
- 7.3 Solihull Metropolitan Borough Council's communications department will be advised of the closure to further communicate the closure of the Trust via their own website and social media outlets.
- 7.4 The closure should be announced before 7am if possible, to ensure that students and staff have not already started their journey to the Trust before the announcement.

8 AUTHOR

- 8.1 The author of this policy is the Compliance Officer. They should be contacted for any points of clarification or suggested future amendments.

9 VERSION CONTROL

Policy Number	HSaWE-07
Policy Name	Inclement Weather
Version Number	01
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Approved by	Principal
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Key changes since previous version	1. Reflected move to Arbor.
Next Review Date	May 2027