



# **Inclement Weather Policy**

**June 2023**

**Review December 2024**

This policy is designed to outline the situation regarding the effects of inclement weather on the work at Exceptional Ideas Ltd.'s schools. It cannot

cover all eventualities, but it gives an outline of the approach that will be taken by Directors in the event of inclement weather. Further decisions will be taken in the spirit of the policy in the event of a situation not covered herein.

### **What is inclement weather?**

Inclement weather could include snow, high winds, floods or extreme temperatures. Not all inclement weather will adversely affect the work at an Exceptional Ideas Ltd. school, nor will it automatically require the school to be closed or prevent staff or students getting to school.

### **In the event of extreme weather or weather-related difficulties:**

Where the weather is likely to cause danger to staff travelling to or from school or their availability for the full school day the Directors will take the following decisions:

- If students are likely to have difficulty getting safely to school at the beginning of the day due to the weather, the taxi company will be contacted to clarify the situation. If they are having trouble getting the students to school safely they will contact the parents to confirm that they will be unable to transport the student on that day. Subsequent days of bad weather will lead to the situation being dealt with in the same way.
- Where students remain at home due to inclement weather, work from that day will either be emailed to the students or taught directly on Microsoft Teams, and staff will be available to answer any issues via email or Microsoft Teams so that the students' learning is disrupted as little as possible. This will continue for as many days as the closure continues and in the event of a student not being able to get into school otherwise.
- If staff are likely to have difficulty getting safely to school, they should contact the Operational Senior as early as possible by telephone to alert them to the difficulties. Operational Seniors and Directors will then decide about each member of staff's duties for that day. If staff are asked by Directors to stay at home, they will either be allocated work for that day to be completed at home where such work is available, or where it is unavailable advised that they will need to take the day off. Staff will stay in contact with the Operational Senior and demonstrate the work completed on their return to work. Where it looks like additional days closure may be needed the same process will be followed on each day of absence.
- Where the weather is getting worse during a school day, Directors may take the decision that it is in the best interests of the safety of staff and students that they make their way home as soon as possible. In the

event of this decision being made staff will be expected to stay until all the students have been successfully taken home. At the point where there is a reducing number of students on the premises staff will be allowed to leave school in the order the Directors consider safest (i.e. furthest away or most difficulties due to snow or flooding in their home area). There will always be more staff on site than students. Staff will be allocated work to take home for completion upon their arrival and for the rest of that working day.

- Where staff make the decision themselves not to come into school but where other members of staff get into school using a similar route the Directors will withhold that day's pay.
- The Directors will withhold pay where the work allocated for a day working from home is not completed.