



Policies

EXTREME WEATHER POLICY

Hatch Warren Under Fives and Kempshott Under Fives Preschool, will hereafter be referred to as the "Preschool"

During adverse weather conditions it is our intention to strive to provide uninterrupted provision whilst upholding our duty to ensure the safety and welfare of the children, their families and staff. Although it is recognised that severe weather conditions make it difficult for some staff to get to and from work, it is the expectation that staff will present themselves for work unless advised by the Preschool Manager that the preschool is closed.

In the event of extreme weather conditions, where local schools are closed and it is deemed to be hazardous for both children and staff to travel to the preschool, the following steps will be taken:

1. The decision will be made whether or not to open the preschool. The Preschool Manager and Committee Chairperson may make the decision to close the Preschool. If the Preschool will not open, the steps outlined in the **Emergency Closure Procedure** will be followed.
2. The Preschool Manager will advise the Deputy Manager of the planned opening hours or closure of the preschool.
3. If the Churches Car Park is safe to drive and walk in and the Preschool Manager and Committee decides that the site can be made safer with salt being laid on the paths at the entrance and the snow being moved away then the Preschool may open later than 8.30am/9am. This will be communicated with parents and carers as soon as is possible via email, the Preschool website, facebook page and the school closures web page.
4. It is imperative that the temperature within the building is reasonable and comfortable for both children and staff. Health and Safety legislation (The Workplace Health, Safety and Welfare Regulations 1992) and the EYFS (Early Years Foundation Stage) state 'rooms should be maintained at a temperature which ensures the comfort of the children and staff, including non-mobile children'. On this basis, it may also be that we are required to close the Preschool.
5. If Preschool will be open, it may be open as usual or for reduced hours. If the Preschool will be open for reduced hours, the Preschool Manager will agree with the Committee Chairperson a minimum number of staff (of those due to be working that day) that must be working during that time.
6. If open as usual, a decision will be made whether it is feasible to run the preschool with staff working reduced hours e.g. on a 2 or 3 hour shift basis. Staff will be paid for the actual hours worked.

Members of staff must make every reasonable effort to get to work during periods of adverse weather if the preschool remains open. If a member of staff is not willing to attend work during a period of severe weather, they will not be paid. If a member of staff is unable to get to Preschool during a period of severe weather they will not be paid.

As per the Emergency Closure Procedure, the Preschool Manager will contact Hampshire County Council and the planned opening hours or closure of the preschool will be listed on the Hants Web emergency school closures listings <https://www.hants.gov.uk/education/schoolclosures/>.

This policy was adopted at a meeting of the Preschool held on:

Signed on behalf of the Preschool _____