

Snow Plan

The Hazeley Academy will endeavour to stay open for as many students as possible for as long as possible and will aim to return to normality as soon as possible during any period of inclement weather. Please note that parents and staff should not travel to school if they cannot do so safely. To better co-ordinate our responses to snow please refer to the Academy Snow Plan below. The Academy will restrict its opening if (in the opinion of the Principal) and based on the best advice available to him at the time (please see the **Indicators** listed below) if the risk to students, parents and staff from travelling in to school is too great. Please note the following sources of information that you will need to monitor during the period covered by the Snow Plan:-

1. www.thehazeleyacademy.com
2. School Comms notification (please ensure the Academy holds a current primary email/mobile number for you)
3. <http://www.milton-keynes.gov.uk/Closures>
4. Local Radio

The Academy Plan:

| Phase | Indicators | Educational | Internal Arrangements |
|------------------------------|---|---|--|
| 1 Preparatory Phase | <p style="text-align: center;"><u>Snow is Forecast</u></p> <p>Gritting in progress on public major roads</p> | <p style="text-align: center;">Normal Operation</p> <p>Communication: Parents and staff should monitor the information sources listed</p> | <p>Maintenance: Contact grounds maintenance for snow plough</p> <p>Grounds: Hold 3 tons of salt/grit</p> |
| 2. Academy Open | <p style="text-align: center;"><u>Light Snow is Falling or Expected to Fall</u></p> <p>Public roads are open Public Transport is running</p> | <p style="text-align: center;">Normal operation</p> <p>Field sports may be restricted Lesson 1 may be cancelled if a high proportion of students arrive late and therefore will remain in tutor groups</p> <p>Communication: Parents and staff should monitor their mobile phones/email for School Comms messages. NB unless told otherwise by School Comm, email or on the website the academy will be open</p> | <p>Staff: All staff are likely to be in</p> <p>Maintenance & Grounds: Start clearing snow, gritting starts</p> <p>Reception: Open</p> <p>Catering: Available</p> |
| 3. Restricted Opening | <p style="text-align: center;"><u>Medium Snow is Falling or Expected to Fall</u></p> <p>Roads are passable but speed limits are reduced and delays likely</p> <p>Restriction on some public transport services</p> | <p style="text-align: center;">The academy will open for students in exam years:- Year 11,12, & 13</p> <p>Public exams will be sat in the academy</p> <p>The academy may operate a reduced timetable of lessons between 10.00am and 3pm (with a short break for lunch)</p> <p>Communication: School Comms and the website will inform staff and parents of the arrangements in place</p> | <p>Staff: The majority of staff are likely to be in</p> <p>Maintenance & Grounds: Clearing snow and gritting are the priority work</p> <p>Reception: Open</p> <p>Catering: Available but may be limited</p> |
| 4 Academy Closure | <p style="text-align: center;"><u>Heavy Snow is Falling or Expected to Fall</u></p> <p>Extreme weather warning by Met Office</p> <p>Public transport likely to be cancelled</p> <p>Severe disruption on roads</p> <p>Police warning people not to undertake unnecessary journeys</p> | <p style="text-align: center;">THE ACADEMY WILL BE CLOSED</p> <p style="text-align: center;">A decision will be made no later than 6.30am</p> <p>School Comms and the Website will inform staff and parents when the academy will be closed and when it will be reopen</p> | <p>Staff: Only staff who can get to the academy safely, i.e. walking, 4 x 4 or public transport should come to work and may be required to assist in clearing the site of snow</p> <p>Maintenance & Grounds: Clearing snow and gritting are remain the priority</p> <p>Reception: Closed, out of hours message on</p> <p>Catering: Unavailable</p> |

| | | | |
|--|---|---|--|
| <p>5 Closure after normal opening</p> | <p><u>Heavy Snow is Falling or Expected to Fall</u></p> <p>Extreme weather warning by Met Office</p> <p>Public transport likely to be cancelled</p> <p>Severe disruption on roads</p> <p>Police warning people not to undertake unnecessary journeys</p> | <p>THE ACADEMY WILL CLOSE</p> <p>A decision will be made as early as possible</p> <p>The aim is to ensure all students can get home safely either by walking or being collected</p> <p>Closing time staggered in consultation with other schools</p> <p>Communication:</p> <p>School Comms and the Website will inform staff and parents when the academy will close</p> | <p>Supervision: Core Senior Team & staff who live locally or who can travel safely, i.e. walking, 4 x 4 or public transport</p> <p>Year 10: Send to Gym</p> <p>Year 8 & 9: Send to Hall</p> <p>Year 7 & 11: Cafeteria</p> <p>6th Form: To 6F Hub</p> |
|--|---|---|--|

DISCLAIMER: In the event of a closure part way through the day:

Students will be dismissed following communication via School Comms.

Please consider your alternative arrangements in the event of an emergency closure and remember the more local students who walk home the less road congestion and delays will occur on the surrounding roads.

In order for us to communicate effectively with you via School Comms please ensure your primary telephone contact and e-mail address on record are up to date at all times.

If you DO NOT want your child to be immediately dismissed then please inform us in writing.