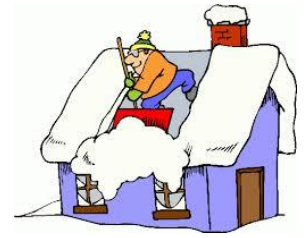




# Grove Road Snow Closure Protocols



## Our primary aim is to remain open wherever possible

Any decision to close in the event of severe weather is not taken lightly and will be based on:

- Local conditions
- LA guidance
- An assessment of risk
- Ability to staff the school safely
- Impact on working parents

Where possible, advance notice of any closure will be given by 7:30am, although the priority will be to avoid closing at all. As such, the school will balance the need to inform parents in a timely fashion with making an informed decision once the weather outlook and conditions can be clarified.

In some instances a decision might be made to delay opening until 9:30am in order to allow sufficient staff to make the journey to school, whilst also allowing parents to get to work.

Closure will be notified to parents via:

- Herts. Everbridge Emergency Closure Notification system (registration details below)
- School website [www.groveroad.herts.sch.uk](http://www.groveroad.herts.sch.uk)
- School Facebook page
- Local radio [BBC Three Counties Radio and Mix96](#)
- School email and text alert facility

If conditions close in unexpectedly during the time when staff are travelling to work, decisions will be made and communicated to parents once the staffing ratios can be confirmed. (This might be after 7:30am)



Unless specifically told otherwise, staff will be expected to use their best efforts to attend work without putting themselves or others at risk. When police recommend that motorists undertake only essential journeys, this is considered to include travel to work and school.

Initial notifications will be made by 7:30am so that parents can begin to make arrangements. This may be to simply alert parents to possible closure if weather reports indicate risk of severe weather, or be a definitive notification of closure if conditions clearly indicate that opening would be unsafe.

If school remains open in the event of snow, risk assessments will be undertaken throughout the day to assess safety of paths and playground. Parents are expected to make their own decisions about the safety of their journeys to and from school. Where school is open, but some parents are unable to make the journey safely, absences will be authorised subject to Local Authority confirmation.

If severe weather closes in during the day, parents will be notified via email and the text messaging system in addition to the communications listed above. It may be necessary to send staff with the longest journeys home ahead of the children in their class. Please be assured that children will be looked after on site until parents arrive for them. However, the majority of teaching staff have long distances to travel and need to get home safely too. Please make arrangements for a nominated adult to collect your child in the event that you are delayed.

If school closes, Owls Club will also be cancelled and you will not be charged.



## Everbridge—Emergency Closure Notification System

To receive these alerts by SMS and or email you will need to register with the Everbridge School Closure Notification System. Please use the link below to access the registration page.

**[member.everbridge.net/index/892807736725489](https://member.everbridge.net/index/892807736725489)**

This link will direct you to the “**Sign Up**” page where you should click on the “sign up” button located at the top right hand side of the page on the grey strip and from there follow the instructions. It should take no more than 5 minutes to register and you can edit your information at any time should you change your mobile number or email address.

Each contact within the system can have 2 devices added for each communication type – this means that in addition to adding your own mobile number and email address, you could include the mobile number and email address of a partner or a grandparent as part of the registration process. They too will then receive any messages in relation to the school’s closure. Alternatively, interested parties could register themselves separately.

If as a parent / guardian you have children at more than one Hertfordshire school you can register for those schools too in a single registration process by selecting all the schools you have children at. Once signed up you will receive any messages relating to the status of your child’s school.