

Extreme Weather Policy

Sept 2021

Version 1

1. Scope

This policy applies to all staff at Expanse Learning College (Hereafter referred to as the College).

2. Introduction

At Expanse Learning we want to ensure that in the event of extreme weather conditions, adequate measures are in place to enable our college to remain open. It is always the priority to remain open to students to minimise disruption to their learning. To this end, our site staff work hard to ensure that the site is safe for students and visitors.

3. Aims

This plan aims to: -

- Keep students and staff aware of our priorities in extreme weather conditions
- Keep students, parents, carers informed of communication methods
- Prevent students and staff from being stranded at college
- Reduce unnecessary risks
- Reduce accidents

4. Procedure

In the event of extreme weather, where a college site is unable to guarantee adequate staffing, a decision will be taken by SLT as to whether to close the site.

We may decide to close a specific site while others remain open. Where no updates have been provided students, parents and carers should assume that the college is open as normal. However, if a decision is made to close, this will be communicated out to students, parents and carers at the earliest opportunity.

In the event of site closure, staff will (where possible), be available on site to ensure that messages and communication are maintained for the first few hours of closure; thereafter the site will be closed and unmanned. Lessons will be offered to for students via online learning.

Decisions taken by SLT for any college closure, will be communicated by one or more of the following means:

- Phone calls
- Texts
- Published on our website <https://www.expanselarning.co.uk>
- Published on Expanse Learning social media pages : [Facebook](#)/[Twitter](#)
- A recorded message on the answer phone

5. College Closure during the Day

In the event of extreme weather during the college day, a decision will be taken by the SLT as to whether the site should remain open or not, considering the safety of all students and staff.

If a decision is made for an early closure, we will use the same communication methods to contact parents and carers. In planning for extreme weather events, we advise all students, staff and visitors to wear appropriate clothing and footwear.

6. Monitoring arrangements

This policy will be reviewed every 12 months but can be revised as needed.

Impact of non-compliance:

Staff: Disciplinary action
Student: Not applicable
Legislation/organisational: Reputational damage, litigation, statutory and non-regulated compliance. prosecution
Compliance lead: Shared Services
Policy Reference: ELCO-POL-HSE-006
Version: 1
Agreed policy location: DatabridgeMIS & Website
Does the policy require Governor approval? No

Approval

<p>Prepared by Scott Roberts (Assoc. CIPD) 01/09/2021</p>  <p>Head of Shared Services</p>	<p>Approved by Tony Brown 01/09/2021</p>  <p>CEO</p>	<p>Counter Signatory Karl Wane 01/09/2021</p>  <p>Director of Post 16 Education</p>
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Version Control

Version	Date	Revision	Review Date
1	04/09/2021	First Issue	31/08/2022
2			
3			
4			
5			