



# Brenchley Preschool

## **Severe Weather Policy**

Brenchley Pre-school Limited will take the decision to close in an emergency situation in order to ensure the health and safety of all children, practitioners, parents and carers.

Please ensure that you are contactable and all phone numbers including mobile phones are current to the preschool's knowledge.

Circumstances under which the decision to close will be made:

- Adverse weather conditions
- Brenchley & Matfield Primary School opt to close the site.
- There would be insufficient members of staff to maintain staff/child ratios
- A reasonable temperature cannot be maintained.
- Sufficient lighting and means of contacting parents due to prolonged power cut.
- Water is unavailable and toilets are not working satisfactorily
- There should be no dangerous hazards affecting the usual running of the premises and private road i.e., black ice, snow etc.

## **Procedures**

### **Who will make the decision?**

- Consultation will take place between: - Pre-school Manager, Health & Safety Officer and Primary School Headteacher.
- A decision will be made before the start of a session where possible or during a session if the situation worsens.
- In the first instance - parents are advised to look on the Facebook Page/Tapestry and website [www.brenchleypreschool.co.uk](http://www.brenchleypreschool.co.uk)
- Parents can also check the status by going on-line to [kentclosures.co.uk](http://kentclosures.co.uk)
- In exceptional circumstances i.e. No water, black ice, snow etc, Sian Scovell will notify all parents via email, Facebook and tapestry of those children who are due to attend that session or who are already in attendance (telephone call).
- Should we have to close within a session and a parent cannot be contacted then emergency contact numbers will be used to request collection of children.

**Fees –**

- Due to our charitable status fees will not be refunded if the Pre-school has to close for any of the reasons specified in this policy.

**Legal framework**

- Health and Safety at Work Act (1974)
- Management of Health and Safety at Work Regulations 1999/2006
- Electricity at Work Regulations 1989
- Control of Substances Hazardous to Health Regulations (COSHH) (2002)

*This Policy was reviewed at a Management Meeting held on 1<sup>st</sup> September 2025.*

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Mrs Victoria Relle – Chairman of Brenchley Preschool