



## **Adverse Weather Policy:**

### **Aims:**

Greenwoods Nursery has an adverse weather policy in place to ensure we are prepared for adverse weather such as snow, storms (amber or red warnings from Met office). This covers if nursery has been badly affected by the adverse weather also, meaning we are forced to close.

We will make every effort to keep the nursery open in adverse weather and to cause as little disruption as possible. All our staff are expected to attempt to get to work, regardless of how they normally travel to the nursery. However in cases of very extreme weather conditions the nursery may not be able to operate to its usual opening times. Any decisions will be made by the Nursery Manager in conjunction with the Deputy manager and will take into account the safety of the children, their parents and the staff team.

If the nursery is affected we will notify you as early as possible by sending you an email or informing you during drop off times.

**The message you receive on Family will contain one of the following:**

- **Potential Disruption**
- **Closure**
- **Limited Availability**
- **Limited Availability and Late Opening**
- **Early Closure**
- **Late Opening**

**What do these mean?**

- **Potential Disruption** (evenings only): if we envisage that due to extreme weather conditions a nursery may experience disruption you will be sent a post on Family or phone call from us.
- **Closed:** when the nursery will be closed due to extreme weather conditions. We will notify you on Family via the newsfeed. Any updates will be put on the newsfeed on our Family app.



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**Limited Availability:** If we are short staffed, we will operate a limited availability system, where we will accept children on a first come, first served basis. Once we have reached our staff:child ratios, we will be unable to accept any more children into the nursery. Parents should contact the nursery on the day for specific details.

- **Limited Availability/Late Open:** if staff are struggling to get in, the nursery may have to open later in the morning in order for us to maintain our staff:child ratios. Parents should contact the nursery on the day for specific details.
- **Early Closure:** if bad weather comes during the day and appears to put at risk the prospect of children and staff getting home safely, we will close the nursery early and notify all affected parents by phone call, via Famly app or email.

We appreciate that any disruption to the normal opening hours of the nursery is inconvenient, and action will be taken only when absolutely necessary. In regard to fees and payments, please see our fees policy and we take it on a case by case event.

We very much appreciate your support and understanding in helping us to maintain the safety and wellbeing of all children and staff.

Manager Signature: A Bevan

Adopted on: 12.2.20, 12.2.21, 23.8.22

Amended date: 20.10.23