



Adverse/Extreme Weather Policy

In the event of disruption caused by heavy snow, adverse or extreme weather conditions, the primary concern of Pavilion Preschool (Aigburth) CIO will always be to ensure the safety and wellbeing of all children, families and staff.

The decision to open, partially close or close Pavilion Preschool and/or Breakfast and/or After School Clubs will take account of the safety of children and staff, local weather conditions, road conditions and the ability of staff to travel safely to and from the setting.

We will always endeavour to remain open during periods of bad weather, provided that it is safe and practicable to do so.

Attendance

If Pavilion Preschool and/or Breakfast and After School Clubs remain open during periods of snow or adverse weather, the decision as to whether or not to bring a child to the setting must remain at the discretion of the parent/carer, taking into consideration factors such as local road conditions, travel arrangements and the availability of alternative childcare.

Pavilion recognises that during periods of bad weather, children may arrive later than usual or parents/carers may be delayed when collecting their child. Parents/carers should contact the setting as soon as possible if they anticipate being delayed.

We recognise that there may be isolated circumstances where individual families or staff are unable to travel safely, even when the majority of children and staff are able to attend. Staff will always make every reasonable effort to travel to Pavilion safely. However, journeys may take considerably longer than normal and some staff may therefore be unable to arrive before the usual start of a preschool or club session.

The safety of children and staff will always take priority over maintaining normal opening arrangements.

Communication with Parents/Carers

In the event of severe weather, parents/carers should check whether Pavilion Preschool and/or Pavilion Breakfast and/or After School Clubs are open before travelling to the setting.

Where possible, information regarding opening arrangements or closure will be communicated to parents/carers through:



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- Parenta
- Telephone contact where appropriate
- Pavilion's website
- Pavilion's Facebook page

Where a decision is made to close, we will endeavour to communicate this decision to parents/carers as early as possible.

We will review the situation regularly and aim to reopen the setting as soon as it is safe and practicable to do so.

Where circumstances affect only one part of the provision, for example Preschool or Breakfast and After School Clubs, parents/carers will be informed clearly which provision is affected.

Closure During Normal Working Hours

If Pavilion Preschool or Pavilion Clubs is open but extreme weather conditions develop during the day, we will initially aim to remain open until the end of the normal session, provided that it remains safe to do so.

However, if weather or road conditions deteriorate to the extent that it is no longer considered safe or practicable to remain open, the setting may need to close early.

In these circumstances, parents/carers will be contacted by telephone and/or through Parenta and asked to collect their child as soon as it is reasonably safe for them to do so. Information may also be communicated through Pavilion's website and Facebook page.

Where a parent/carer is unable to collect their child, verbal permission may be obtained for the child to be collected by a previously nominated or authorised adult, in accordance with the setting's normal collection procedures.

All children must be signed out by the responsible adult collecting them.

Staff will continue to supervise and care for children until they are safely collected.

Staff Safety

Staff are expected to make every reasonable effort to attend work during periods of adverse weather, provided that it is safe for them to travel.

Staff should assess their own journey and contact the setting as soon as possible if they are unable to travel safely or anticipate being delayed.



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Pavilion will take staff travel difficulties into account when making decisions about opening, staffing levels and the continued operation of Preschool and Clubs.

Decision-Making

The decision to open, remain open, close early or close completely will be made by the Operations Manager, taking into consideration:

- The safety and wellbeing of children and staff
- Weather forecasts and current conditions
- Local road and travel conditions
- Whether sufficient staff can safely attend
- The ability to maintain safe staffing levels
- Conditions around the Pavilion site
- Advice or guidance from relevant authorities where applicable

The same principles and procedures will apply to Pavilion Preschool, Breakfast Club and After School Club, ensuring that children and staff are kept safe during periods of snow or adverse weather.

Criteria for Reviewing Opening of the Setting – Extreme Heat (Heatwave) Conditions

The Operations Manager will continually monitor conditions during periods of extreme heat and will consider whether it is safe for Pavilion Preschool and Breakfast and After School Clubs to remain open if:

- Adequate ventilation cannot be achieved due to building defects, equipment failure or other circumstances.
- Indoor temperatures continue to rise despite all reasonable control measures being implemented.
- There is insufficient access to cool or shaded areas for children and staff.
- Adequate hydration cannot be maintained throughout the session.
- Children or staff begin to show signs of heat-related illness, such as excessive tiredness, dizziness, headache, nausea, confusion or unusual changes in behaviour.
- Children are unable to participate safely and comfortably in normal activities due to the heat.



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- Outdoor temperatures or conditions make outdoor play unsafe, even where shaded areas are available.
- A UK Health Security Agency (UKHSA) heat-health alert or Met Office weather warning is in place and requires significant changes to normal operations.
- Staffing levels, the condition of the building or available resources mean that appropriate measures to protect children and staff from extreme heat cannot be maintained.

Where necessary, the setting may reduce or adapt activities, limit or suspend outdoor play, move activities to cooler areas, close parts of the building, alter session arrangements or shorten opening hours.

If the risks associated with extreme heat cannot be adequately controlled, the Operations Manager will consider temporary closure of Pavilion Preschool and/or Breakfast and After School Clubs. Any decision to close will prioritise the safety and wellbeing of children and staff and will be communicated to parents/carers as early as possible.

The same principles will apply to both Pavilion Preschool and Pavilion Clubs, although the decision to close one provision may be made independently of the other depending on the specific circumstances, staffing requirements and operating times.

This procedure was adopted in February 2022.

Reviewed annually or as required.

Last updated: 07.10.26

Signed by Chair of Trustees:

Signed by Operations Manager: