



# Emergency and Bad Weather Policy

## Policy statement

At times Little Saints Nursery may have to deal with an environmental emergency, for example snow, flooding or loss of power such as electric or gas. These instances would affect the running of the nursery.

The nursery will be kept open wherever possible and the manager will only decide to close as a last resort based on health and safety implications for children and staff.

## Procedure

We will operate the following procedure:

- The decision, to close or partially close the nursery, lies with the nursery manager and wherever possible, in consultation with the chair of the committee. The decision will be based on the conditions which will affect the health and safety of children and staff.
- A designated person will report on local conditions if one of the nursery managers cannot reach the nursery themselves.
- Staff should make all reasonable efforts to reach work. It may even be appropriate for staff to be in the nursery even if children cannot be accommodated. The nursery manager will take all reasonable action to ensure adequate staffing in the nursery. The nursery manager, in consultation with the chair of committee should decide whether or not staff, who are unable to attend work because of bad weather or other emergency situation, should continue to be paid, providing that the nursery manager are satisfied that all reasonable efforts have been made to get to work.
- Every effort will be made to give adequate notice to parents of any closures or partial closure.
- Notification of closure: Once a decision has been made to close the nursery or restrict attendance, the nursery manager will post a message on the nursery website ([www.littlesaintsnursery.org.uk](http://www.littlesaintsnursery.org.uk)), the nursery Facebook page ([www.facebook.com/littlesaintstotley](http://www.facebook.com/littlesaintstotley)) and/or Radio Sheffield .
- If the nursery remains open during bad weather conditions, parents must assess conditions near to their home and decide whether they are able to bring their children to nursery safely. Parents should ensure in winter time that children are equipped with warm scarves/hats/gloves. If conditions worsen during the day parents may wish to collect their children early.
- If we find it necessary to close the nursery and send children home after a session has started, we will keep children on site if it is safe to do so until they are collected by a parent /carer. In the event that it is not possible to stay on site the children will be taken to a safe place and parents contacted as to where their child has been taken.

Sorry we are unable to give refunds for closures due to bad weather.

This policy was adopted on .....

Signed on behalf of the Committee .....

Position .....