



# Oughtibridge Primary School

Naylor Road, Sheffield, S35 0HG | tel: (0114) 286 3167

email: [enquiries@oughtibridge.sheffield.sch.uk](mailto:enquiries@oughtibridge.sheffield.sch.uk) | web: [www.oughtibridgeschool.co.uk](http://www.oughtibridgeschool.co.uk)

Headteacher: Helen Adams | Deputy Headteacher: Gemma Shelton



Monday 5th January 2026

Dear Parent / Carer

## Policy for Snowy Weather

In anticipation of our first fall of snow this winter, we would like to clarify our policy in the event of snowy weather.

**As a general rule, unless extreme weather conditions persist, you can assume that we will open, and remain open.** We will do this both in order to provide education for the children and for the convenience of parents who themselves need to get to work. If we decide to close the school on Health and Safety grounds, we will send a text and email informing parents as soon as possible. In the event of heavy snow overnight, this will be by 7.15am. We need to ensure that we have enough staff available in school to meet supervision ratios and that our site is safe when moving between buildings.

It may be that some of our staff who live a distance from the school, do have difficulty in reaching us on time for the start of the school day: if this happens, it will obviously result in some disruption to the normal timetable. Staff do, however, make every effort to be here on time. We may consider having a late opening, to allow staff more time to get to school. We may also need to cancel breakfast club for the same reasons.

**It is helpful if you do not telephone school to find out if we are open** otherwise it ties up a member of staff to answer a constantly ringing phone at a time when we need to be planning and preparing for the day. If there is a decision not to open, you will be sent a text and email and posted on our Facebook and Instagram page. If we have not contacted you to say school is closed, assume we are open as normal.

**School could close during the course of the school day.** In the extreme case, due to health and safety reasons, we have to make the decision to close school early, again you will be contacted by text and email. There will always be supervision of children until the end of the normal school day.

**It would be helpful if you do not collect your child early on a snowy day** (unless we have contacted you to say that school is closing early) as it can be very disruptive taking children out of class as others want to join them! Please only consider this in extreme circumstances.

If you normally collect your child from school and are unable to get here, then it is helpful if you can make arrangements with another parent. Do contact school to let us know your plans if you need to do this. Equally, if you will be late, and are unable to make arrangements for someone else to come, please telephone to let us know and we will obviously provide safe accommodation inside the building until you arrive.

We do understand that some parents, especially those who do not live within easy walking distance, may feel that it is unsafe to try to get children to school. We also understand, if the weather is unusually extreme you may decide to be at home with your child. In these situations, please make your own decision with the best interests of Health and Safety and the needs of your individual child in mind. Whatever that decision is, we will be supportive.





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In terms of children at play, we do not allow any snowballing or kicking of snow. The children are not to make slides on snow or ice. We usually allow outdoor play but only for children wearing waterproof boots (no other footwear) and a coat, hat and gloves. Please send your child with a spare pair of indoor shoes/PE pumps to wear inside.

Wherever we can, we will ensure that all gates are open but we cannot guarantee that all the paths will be clear of snow. The main paths that will be cleared will be from the main entrance to the offices at both buildings.

As we have such a large site to clear, any volunteers would be appreciated to enable us to clear more access points of snow. Please contact the school if you would like to be added to a snow clearing group message.

Thank you so much for your cooperation. Any questions, just ask

Yours sincerely

Mrs Helen Adams  
Headteacher

