



### 3.10 Bad Weather Procedure

In the event of bad weather (i.e. heavy snow etc) the Administrator will discuss with the Professional Team Leader to decide whether it is wise to open for reasons of the safety of the children and staff. We will ensure that wherever possible parents/carers are given notice of the closure.

- The Centre will close, based on a number of criteria: The premises must be warm
- The minimum staff requirement must be able to travel to the centre
- Roads must be deemed safe to travel on
- Pedestrian access to the site must be safe.

As soon as it is decided that the centre will close, a member of staff will endeavour to telephone parents/carers and staff by 9.00am or soon after. We will post closure details on Facebook and the closed facebook group "thehive" so parents are requested to look at our social media platforms.

Prior to re-opening, the above criteria must be met. Staff may need to clear the car park following the guidelines issued by the Department of Transport/Met Office Snow Code as set out in the attached.

This Policy was adopted by The Bumblebee Children's Charity and will be reviewed yearly.

Date 24.01.24

Name of signatory Lindsay Warne

Role of signatory Charity Administrator

Signed on behalf of the Trustees