Extreme Weather Procedure
CLARIFICATION PROCEDURE

- As a general rule, students are permitted in classrooms, **only when a teacher is present**. This rule still applies on wet days and on days of extreme cold or heat.
- In the event of extreme weather conditions **Extreme Weather Supervision will apply**. This policy will apply only to **lunch time** as there is sufficient shelter around the school for students at recess time.
- Extreme Weather Procedure is announced by 3 blasts of the siren at 12.50 approximately.

WET WEATHER

- The decision to implement the Wet Weather Policy will be made at approximately 12.50 pm by a member of the Leadership Team. Once implemented it stays in force until 1.20 pm even if the weather fines up significantly.
- If the weather is deemed appropriate for students to play outside, then a member of the leadership team will announce the conclusion of Extreme Weather Procedure by two blasts on the siren. Students can then play outside.
- Staff are to lock classrooms and normal yard duty expectations apply from 1.20 -1.40 pm.
- Staff are encouraged to share with Pastoral Care teachers in the same year level so that they have a lunch break.
- Students are to use rooms allotted for their year (Year Level Coordinators will determine this in consultation with their Pastoral Care Team).

HOT WEATHER

- School remains open for the normal times
- Buses run at the normal times (unless catastrophic fire conditions exist or a fire exists)
- The School will never send students home - rather it is at the parents' request that children may go home early
- Parents may decide to keep students home all day - this needs to be recorded in the students' diary as parents would normally do when a student returns to school after an absence, (or a note for Years F-2)
- If parents decide in the morning to allow their children to come home at lunch time this time is to be communicated to the class teacher via diary (or note for F-2)
- If during the course of the day, parents decide to collect their children early, Primary students (F-7) need to be collected from their class teacher.
- Secondary students need to be collected from the Front Office. This is necessary so we can keep track of who is or is not in our care
- Students may not use the phone and ask to go home. If they are genuinely sick, Office Staff will contact parents as they usually do
- In summary, on extremely hot days, parents are free to keep their children home or to collect them early, but need to do so according to the above guide-lines.