

**Adverse weather and unplanned closures**

**Policy statement**

In the event of adverse weather conditions Meadow Brook Playcare will endeavour to keep the nursery open to cause as little disruption as possible. In order to remain open, we **must** meet the following criteria:

* The EYFS statutory framework requirements.
* All requirements on our insurance Policy.
* Ofsted qualification and ratio requirements.

All our staff are expected to attempt to get to work as long as it is reasonably practicable. However, in cases of very extreme weather conditions the nursery may not be able to operate to its usual opening times.

Any decisions will be made by the Nursery Manager and will take into account the safety of the children, their parents and the staff team.

**Procedures**

* The Nursery will always keep to Ofsted ratio and qualification requirements. Where there is a low number of children, we may join together in the main building. This will be assessed on a case by case basis.
* In the event of staff shortages any staff available or committee members will be contacted to help us to remain open.
* If ratios cannot be maintained or if we feel the safety, health or welfare of the children is compromised, then we will take the decision to close the Nursery. If this is the case, the Nursery Manager or Deputy will contact parents as soon as possible via email, social media or telephone.
* If high snow fall is forecast during the day a decision will be made by the Manager as to whether to close the nursery early and parents will be contacted to arrange early collection of their children.
* No refunds will be offered for part day closures due to adverse weather conditions. Refunds/no charge will be offered in the event of the Setting being closed for a full day.
* For children in receipt of Early Education Funding the Nursery will aim provide the missed sessions (Due to full day closure) at an alternative date. This will be subject to availability and must be taken within 4 weeks of the closure date.

Signed on behalf of Meadow Brook Playcare

Name of signatory……………………………………………………………………..

Signature……………………………………..

Role of signatory……………………………………………………………………