



SALISBURY HIGH SCHOOL

Inclement Weather Policy

Please note this policy is mandatory and staff are required to adhere to the content

Publication date:	04/02/2025		
Review date:	Term 1 2026		
Review - Unchanged Approval by:		Approval Date:	
Version:	v5		
Replaces:	v4 12/2/24		
Applies to:	All Salisbury High School Employees, Students and Visitors, Volunteers and Contractors		
Developed by:	B Pringle		
Consultation:	WHS Committee		Yes / NA
	SHS Exec and Leadership teams		Yes / NA
	SHS Staff		Yes / NA
	Student Leadership Team (SLT)		Yes / NA
	SHS Governing Council		Yes / NA
Initial / Updates Approved by:	SHS Governing Council	Approval Date:	17/03/2025

Table 2 - Revision record

Date	Version	Revision description
11/9/18	1	Policy combines current Inclement Weather and Hot Weather policies. Change to temp from 38° to 36° Inclusion of 40° option. Inclusion of nominated break areas for days of hot weather. Removal of Early dismissal option.
11/2/2020	2	Inclusion of 'staff' and clarification of time frame to include 'rest of the day' as part of the process of Extreme Weather.





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Date	Version	Revision description
28/11/2022	3	Inclusion of Year 7 students. Updates to Extreme Heat and Wet Weather areas.
12/02/2024	4	Inclusion of the PA system for alerts to site.
04/02/2025	5	Correction of language from 8-10 to 7-10 – as part of the Extreme Heat – 3 rd consecutive day of 36° process Inclusion of Managing Risk Factors, Implementation, Monitoring and Review processes Update proforma





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INCLEMENT WEATHER POLICY v5

Scope

This applies to all staff, students, and visitors engaged in activities or services at Salisbury High School and includes all associated school events/activities off-site.

Rationale

From time to time Salisbury North is subject to weather conditions that place at risk the safety and welfare of our staff and students. The Principal, in liaison with another member of the leadership team (or their nominee) will be responsible for interpreting weather conditions and ensuring the safe and effective running of the site.

These conditions may be a result of the existence of abnormal climatic conditions, including but not limited to:

1. Rain,
2. Hail,
3. High wind,
4. Severe dust or electrical storm,
5. High humidity,
6. Extreme high and low temperature or any combination thereof.
7. Exposure to UVA and UVB is also included in this definition.

Site Usage Procedures

Site Notification and Action:

- The Front Office Staff will alert the school community of the activation of the Inclement Weather Policy via the PA if and when determined by the Principal / Deputy Principal (or Nominee).
- If there are any signs of these abnormal climatic conditions in class time staff and students are to remain in classrooms, all outdoor activities are to be stopped. Anyone outside is to seek refuge of an indoor area. This includes all volunteers and contractors.

Managing Risk Factors

Predicted Severe, Extreme and Catastrophic Weather Conditions

The Principal (or nominee) will check for any DEPARTMENT FOR EDUCATION alerts and instructions and monitor the Bureau of Meteorology (BOM) – with a focus on the Edinburgh readings for accurate local information.

The Fire Warden will monitor Country Fire Service (CFS) and State Emergency Service (SES) web sites for warning updates throughout the day and alert the site manager to any changes.

Staff who live in, or travel through, high bushfire risk / flood areas should provide their site manager with a copy of the personal bushfire/flood survival plan that they have in place for days of catastrophic fire danger, flooding or in the event of a bushfire threat.





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External Contractors and Service Providers

Workers will comply with individual company policy requirements in relation to work conditions, capacity and undertakings during Inclement Weather when attending on site as an External Contractor and or External Service Provider. All other visitors and volunteers will comply with this document.

Camps and Excursions

The Principal in conjunction with the camp or excursion leader (Teacher-In-Charge) will monitor predicted inclement weather conditions prior to the planned activity. The Teacher-In-Charge will monitor inclement weather conditions during the activity. Based on the nature of the event, the predicted inclement weather, communication with the venue and information from DEPARTMENT FOR EDUCATION/BOM/CFS/SES the Principal/Teacher-In-Charge will:

- Cancel the camp or excursion and inform parents/caregivers
- Allow the camp or excursion to proceed in a modified form
- Allow the camp or excursion to proceed as planned

On-site Activities (eg Sports Day, social events, outdoor lessons/activities)

The Principal in conjunction with the activity leader/teacher-in-charge will monitor predicted inclement weather conditions prior to and during the planned activity. Based on the nature of the event and the predicted or actual inclement weather the site manager/activity leader/teacher will:

- Cancel the activity (if the channel 2 (ABC) news at 7pm 2 nights before forecasts extreme weather or a temperature of 36° or above on the day or the activity).
- Allow the activity to proceed in a modified form or in a new location
- Allow the activity to proceed as planned

To ensure the safety of staff and students and to allow for appropriate planning and or rescheduling of events, outdoor activities will be postponed the day before the event after consultation with Sports Medicine Website and checklist (<http://www.sasma.com.au/Resources/HotWeather.aspx>) the BOM readings for the Edinburgh station and or the channel 2 (ABC) news at 7pm 2 nights before.

Definitions and Allocated Break Spaces:

1. WET WEATHER

Should rain persist during recess and lunchtime there will be a message relayed over the PA.

All students must seek refuge from the rain, in a supervised area eg – Library, Gym, Handball Courts Veranda, Canteen Veranda, STEM Corridors, AB Corridors, B Block, Senior Central, K & L Block Breezeway or M Block undercover area.

Yard Patrol staff will support moving students to these areas and supervise them until the break is over.

The all clear will be indicated by a message relayed over the PA.

2. STRONG GALES/STORMS

The above procedure will be applied for conditions of strong gales.

3. EXTREME HEAT

When the temperature reaches 36° on the Bureau of Meteorology – Edinburgh Observation website <http://www.bom.gov.au/sa/observations/saall.shtml?ref=hdr> A message will be relayed over the PA





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to advise staff and students to remain or go indoors for the rest of the day. Students will utilize the following allocated areas during recess and lunch.

Yr 7/8 – Gym, Yr 9 – Library, Yr 10 – PAC, Yr 11 – B Block, Yr 12 – Senior Central, SWD students – SWD.

As an air-conditioned school the presentation of the curriculum will continue unless an emergency is declared. However on the 3rd consecutive school day of temperatures reaching 36° or above families can opt to keep students in years 7-10 home for the day. Year 11 & 12 students are expected to attend each day.

On days when the expected temperature is forecast to be 40° or over families can opt to keep students home for the day.

To ensure the safety of students traveling to and from school, there is no early dismissal.

Site Management Processes

Implementation

- The Inclement Weather Policy will be included on the school website and in the staff handbook on TEAMS
- Information about Inclement Weather Policy will be included in enrolment packs for new students
- Notifications and reminders will be provided to the school community as required via the PA system
- Staff will be reminded via Daymap and email of alternate Yard Patrol areas as required
- Information on the Inclement Weather Policy will be included in induction information for all workers, volunteers and contractors

Monitoring, Evaluation and Review

- This policy will be reviewed and evaluated every 12 months – Site Executive Team to approve continuation (no changes). Governing Council to approve updates when they occur
- HSR's, site leaders and staff will monitor use and effectiveness of policy
- Site leaders must ensure that workers and others are consulted and provided with any necessary information, instruction, training and supervision to ensure the correct application of the processes within this document.

Supporting Documents

- » Work Health and Safety Act 2012
- » Work Health and Safety Regulations 2012
- » Work Health Safety and Injury Management Policy
- » DEPARTMENT FOR EDUCATION Risk Management Policy
- » Risk Management Framework
- » Hazard Management Procedure
- » SHS Yard Patrol Policy
- » SHS Sunsafe Policy

