**WET WEATHER PROCEDURES DROP OFF AND PICK UP INFORMATION FOR PARENTS**

**Morning routines**

*Light drizzle on arrival at school after 8.20am*

* All children should go to the COLA where a teacher is on duty (TOD).

If the rain gets heavier, the TOD will decide whether it is too wet to be outside and will advise the office who will play the wet weather music to advise teachers and children to go to classrooms.

If you arrive during wet weather and go to the COLA and no children or teacher on duty are there, please take your child or advise your child to go to their classroom out of the rain.

*When it is raining (more than just light drizzle)*

* All children should go straight to classrooms where teachers will supervise them indoors.

**Afternoon routines when it is raining**

* All children catching the bus should line up under the COLA.
* Kindergarten children should still be collected from the silver seats
* All other children should proceed outside as usual.

**There is one important exception:**

In the event of very stormy weather when there is high wind and/or thunder and lightning, all children who are picked up by parents **should meet under the COLA or silver seats near the canteen if kindergarten.**

As the decision to vary the usual routines is made very close to home time it is often not possible to advise parents of the change. If your child does not come out to meet you in this kind of weather, please park your car **legally** and meet your child under the COLA. Although a little inconvenient, it is a much safer option for everyone.

In wet weather, conditions can change quite quickly and decisions that we make are always about child safety. Traffic is always problematic at drop off and pick up time but is worse during wet weather. So:

* Leave in plenty of time when it’s wet to avoid traffic delay or congestion
* Only park your car where it is legal to do so
* Observe all posted traffic signs
* Avoid reversing at any time
* Never circle the roundabout in a car, waiting for your child to be able to jump in as you risk running over someone else’s child
* Supply your child with raincoats, umbrellas and wet weather gear
* Use commonsense, good manners and your best coping skills (we will all handle getting a bit wet)

Take the registration details of any car that breaches traffic regulations or is driven dangerously, and report it to the **Police Assistance Line 131444** straight away.