



Adverse Weather Policy

Created or Adopted by Trustees on 16/02/2024
Reviewed on 10/05/2024
Next review due May 2026

During times of adverse weather, it may not be possible for some members of staff or volunteers to safely get to Cross Keys house or other locations being used by the charity for courses or events.

The purpose of this policy is to provide a mutually acceptable and well publicised procedure for times of adverse weather conditions.

When adverse weather conditions are forecast such as snow, ice, gale force winds or heavy rain (which is likely to affect our local rivers and roads) contact between the key members of the team should be made via WhatsApp to decide what course of action is required and if the weather is likely to affect everyone e.g. heavy rain may only affect people coming in to Axminster on the Chard Road via Weycroft bridge.

When a decision has been made and agreed confirmation will be sent to the management team via the WhatsApp group.

We will still endeavour to provide support online while working from home and will consider remote access group support where necessary .

Checking premises safety and conditions remain the responsibility of Axminster Property.

If Cross keys house is to be closed, the Charity Managing Director and Client Support Manager will be able to see via the calendar what event or course will be affected and will contact any staff, professional partners, volunteers or clients who are involved. All attempts will be made to contact those who may be booked in to visit Cross Keys House and where possible we will try and get someone to the premises to see face to face. It is possible we will not be able to contact everyone despite all reasonable efforts.

A message will also be shared via social media to advise of closure.