

Dorchester Staff Snow and Ice Plan 2022-2023

- 1) If you are unable to come into work during snowy or extremely icy weather, please call either Lynne Kelly on 0757099837, before 7am or call the nursery after 7am on 0345 88 88 123 Option 3.
- 2) If you do not make it into work during snowy weather, you will not be paid for the day/s.
- 3) If you are unable to make it to your usual working nursery, but you can make it to another Sunny Days Nursery please do so (i.e. if you live in Bridport but are based at Dorchester and you are unable to get there, then we would like you to attempt to work at the Bridport branch). You will need to check if they need you first by calling. The phone number is 0345 88 88 123 and choose the appropriate option for the nursery you live closest to or may be able to work at.
- 4) Dorchester staff currently living in Dorchester who will be able to make it in during snowy or extremely icy weather are: [Kerry-Ann Clarke](#), [Lucy Larkham](#), [Louise Terrell](#), [Shona Clarke](#), [Jess Larder](#), and [Paige Cox](#). [Sarah Halliwell](#), [Kevin Kelly](#), [Katie Warren](#) lives near Dorchester but may not be able to get in. If any more than the correct ratio of children arrive then their entry must be refused, and you will need to make a note of who they are and the reason they were not accepted into Sunny Days. If parents have their children booked in but are unable to get to the nursery they will still be charged at the full rate if the nursery remains open. [If your name is on the staff list of people who can make it into work, then please head to the nursery as soon as you can in the morning to open the nursery and to welcome families who still wish to use us.](#)
- 5) If Lynne is unable to make it into the nursery, she will liaise with Julie, Joy, and the senior staff via telephone to make decisions.
- 6) Any decision to close the nursery early would be made by Lynne or Julie, and/or the Directors. Staff must make it clear to parents when arriving that the nursery could close early, and they will be phoned to notify them and expected to collect their children promptly. Staff would need to contact parents if it is decided to close the nursery early and ask the parents to collect their children.
- 7) If it snows and we are concerned that roads will be closed and buses will stop running, these staff will be sent home first [Faith Cox](#), [Ellie Greenhill](#), [Lauren Spencer](#), [Melissa Foster](#), [Sallyanne Rees Buckerfield](#), [Claire Oakley](#), [Chloe Bailey](#), [Lynne Kelly](#), [Emma Gardner](#), [Jade Shrive](#), [Bill Thompson](#), and [Millie Skinner](#). Weymouth staff would be sent home once these staff have gone and we are in the correct ratios.
- 8) Please remember in these weather conditions to take extreme caution and care when coming to and from work. Allow time to defrost cars from ice and to clear snow off cars. Please make sure that if you do drive, you take extreme caution and drive slower than normal. Please also ensure that you have fully charged battery on your mobile phones should you get into difficulty and need to call someone for assistance. Also wear correct clothes and footwear for the weather and bring spare clothes if needed.
- 9) Parents and staff walking into inner Carpark will need to be extra careful as it can become dangerous. Bill and/or other staff working must grit the pathways into the building for parents and staff to make a safe entrance in snow or ice weather.

You all need to look after yourselves and each other and keep people informed as to where you are - especially when travelling to and from the nursery.

Thank you for all your help and hard work in advance.

Lynne

Staff who live in Dorchester and can come to work:

Kerry-Ann Clarke (L3)
Louise Terrell (L3)
Paige Cox (L2)
Lucy Larkham (L0)
Jess Larder (UQ)
Shona Clarke (UQ)
Sarah Halliwell (Kitchen)
Kevin Kelly (Kitchen)

These staff below maybe able to come in but live on outskirts of Dorchester
Katie Warren (UQ)

Weymouth staff who may be able to come in:

Lynne Kelly (L6)
Chloe Bailey (L2)
Carol Howard (L3)
Claire Oakley (L3)
Holly Davis (UQ)
Meghan Hughes (UQ)
Emma Gardner (L2)

Staff that live in other places and most likely won't be able to come in:

Lauren Spencer _(L3) - Portland
Sallyanne Rees-Buckerfield - (L3) Axminster
Melissa Foster - Bridport-(UQ)
Ellie Greenhill -Crossways-(UQ)
Faith Cox- Milborne-St-Andrew (L2)
Bill Thompson – Crossways _(UQ)
Millie Skinner – Weymouth/Corfe Castle- (UQ)
Jade Shrive – Bridport – (UQ)