Castle Point Social Car Scheme Ltd The Tyrrells Centre, 39 Seamore Avenue Benfleet, Essex SS7 4EX SS7 4EX SS7 4EX CP-carscheme@cpscs.org.uk



## **Inclement Weather Policy - In The Event of Snow**

If snow falls and settles during the night

- 1. Whoever opens the office, should consult the diary and ring each driver, who have jobs that day, to establish if they are still willing to drive. Also a decision is needed as to whether the minibuses should be withdrawn, if this is the case follow (6 & 7) below.
- 2. The office staff/volunteers should be contacted to establish if they are coming in or are not advised to.
- 3. Each car scheme client should be contacted to see if they still wish to travel, priority should be given to medical appointments.
- 4. If necessary swap drivers around.
- 5. If the snow has frozen overnight, the minibus journeys will be cancelled, as the garden paths and pavements will be unsafe.
- 6. Whoever is in the office should contact the Club organisers so that they can contact the minibus clients to let them know that there will not be any transport.
- 7. As the day progresses a decision regarding the next day should be taken so that drivers and clients can be informed.

Signature of person responsible for policy:-

Print name Alan Beale

Adall

Signature

Position Chairman

Date

28.06.23

Date of Next Review Jun 24

A Company Limited by Guarantee no. 03745415 Community Transport Association Member no.39633 Registered Charity no. 1076007



Board of Trustees: Mr A Beale (Chairman), Miss P Tait, Mr M Joiner, Mrs J Sullivan, Mrs J Donovan, Mr D Patterson Miss C McCarthy

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