



etb

Board of Education, Education,
Post-Primary & Further Education
Foundation & Training Board
Waterford & Wexford

Severe Weather Policy

It is a condition of employment with the ETB that all employees satisfy their obligation under their contract of employment to attend work. Waterford & Wexford ETB are initiating a policy in preparation for severe weather.

Teachers:

- If the school/ centre closes, the days of closure are to be made up during February mid-term or the Easter break.
- While the school/ centre remains open, teachers who do not attend will forfeit pay for the day in question.
- No sick certs will be accepted in lieu of attendance on severe weather affected days.

Administrative/ Ancillary:

- If the school/ centre are closed, administrative and ancillary duties can still be carried out. If staff do not attend then they may with agreement of the Principal/ Co-ordinator take a holiday or go unpaid for the day
- While the school/ centre remains open staff are expected to attend as normal.
- No sick certs will be accepted in lieu of attendance on severe weather affected days.

Tutors:

- Should severe weather affect the running of day/ night classes it is expected that these classes will be made up by the tutor.

SIGNED: Clare McMahon DATE: 30/7/13

Clare McMahon, CEO

Approved at Waterford & Wexford ETB Meeting held on 30/07/13