

## **Snow Procedure**

In case of snow the following procedure is usually followed.

The Headteacher usually makes a decision about whether it's necessary to close the School at about 7.15am. The Health and Safety of the children is the paramount consideration and the School will not be opened if there is a significant risk. The numbers of teachers that are unable to make it into work may also have a bearing.

If the School is closed then a text will be sent to the mobile phone you have registered with us by 7.45. This will be followed by an email with more details. If you are unsure then you can reach the Headteacher on 07711600735.

If the School is open but the conditions around you make travel unsafe, please do not attempt to come in. Please let the School office know as soon as possible.

If the School is open, there may be no homework club or after school clubs on days when the weather is threatening – you will be notified of any changes by text or by email or you can ring during the day.

If the School is open but during the day the weather deteriorates, it may be felt that in the interests of children and staff safety, the School has to be closed early. Parents will be contacted and asked to collect children from school. If anyone is unable to pick up their child either due to work commitments or inclement weather we may ask if other collection arrangements can be made (e.g. a friend or neighbour).

If the School is closed more than one consecutive working day, due to bad weather, teachers will send work home via email.

C Birtwell January 2010