



Dear Parents/Carers,

Tuesday 12<sup>th</sup> December 2018

### ***Severe Snow/Ice Plan for Parents and Families***

Every winter brings the possibility of snow and ice. Extreme bad weather can cause widespread and prolonged disruption. Schools are often affected and it can be difficult to maintain an education service.

As a fundamental principle every effort must be made to keep schools open, even if only limited numbers of pupils can attend. However schools may close due to 'unavoidable' circumstances. Those circumstances being that it is no longer safe for staff or pupils to be onsite.

We recognise that it is important our school remains open so parents are able to work and pupils can continue to learn. St Michael's C of E Primary School will make every effort to prepare for severe snow/ice this winter by gritting pathways, clearing access points etc.

### ***How will we let you me know if the school is closed?***

However, if we do experience severe snow/ice resulting in hazardous conditions, our Headteacher Mrs Williamson may have to take the decision to close the school. Once this decision has been made we will notify parents via the Class Dojo, Parent Rep Text system, email, school website and Kent Closures website. To determine whether St Michael's C of E Primary School is open or closed please visit [www.kentclosures.co.uk](http://www.kentclosures.co.uk). Search for the school in the search box. The Kent Closures website can also be used to find out if other services in Kent are open or closed, such as nurseries, children's centres and libraries. We also recommend parents sign up for Email alerts on the Kent Closures website. This service will send an email alert to let parents know if St Michael's CEP School is closed. Parents can also listen to KMFM, BBC Radio Kent or Heart FM to hear if the school has closed.

### ***What can you do to help?***

- Please visit [www.kent.gov.uk/winter](http://www.kent.gov.uk/winter) for more information about gritting routes and travel issues around Kent so you can plan your journey.
- Please approach the school from the normal entrance unless otherwise indicated.
- Please can you provide a packed lunch from home in case school meals cannot be provided.
- Don't forget suitable warm clothing – gloves, hats, scarves, wellies etc. or even a change of clothing.
- If you are a working parent or feel you may have a problem with a sudden earlier pick up, please could you put a back-up plan in place with another family member or parent and inform the school. This will allow staff to leave earlier for their safety if weather dictates.

In the event of closure, please can you notify the office of alternative arrangements if pupils are sent home, so they are not left stranded.

Many thanks for your support in helping St Michael's C of E Primary School remain open during periods of severe snow/ice.

Kind regards

A handwritten signature in black ink, appearing to read 'Sara Williamson', is written over a large, faint watermark of the school's logo.

Sara Williamson