



*The work of our school, underpinned by our core Christian Values:
Respect, Caring, Friendship, Honesty, Forgiveness and Responsibility*

DREAM, BELIEVE, ACHIEVE AT FAWKHAM CEP SCHOOL

12th January 2017

Dear Parent,

Procedures for Severe Weather Conditions

In light of the current forecasts and weather warnings for possible snow, I am writing to inform you of the arrangements, in accordance with KCC guidance, for the closure of our school in the event of snow or severe weather. As I am sure you will appreciate, although teaching staff all live long distances from the school with potentially challenging journeys, we will make every attempt for the school to stay open if at all possible.

If it is safe enough for our school to open and children do not attend we will authorise absence during the morning period but unauthorise during the afternoon period, as I feel a whole morning gives you sufficient time to dig out the drive way and to get your children to school safely. You as parents of course, have the responsibility of getting your children to and from school and must decide if the journey is safe for you. If your child is unable to attend due to poor weather conditions, we would ask that you inform us. **Please consider carefully and only keep children at home if conditions are unsafe**

Should the school need to close, we will notify you of this via ParentMail. We will also put this information on the scroll bar of the welcome page of our school website. In addition to this you will be sent a text message. Finally, as many of you know, KCC has a website where you can log-on and check if Fawkham CE Primary School is closed. The web address is www.kent.gov.uk/winter. This information will be live within minutes of me taking the decision to close the school which I will always endeavor to do by 7:30am. This website will offer details of other KCC closures and gritting routes. In order for you to receive the instant alerts you need to register and this takes only a couple of minutes to do.

KMFM. Heart Radio and Radio Kent will also broadcast closures.

If on the rare occasion school closes at a time within the school day due to deteriorating conditions, you will be informed by text message, ParentMail, our website and the KCC website alert system. If we deem it necessary we will telephone you. **Please avoid collecting children early before the end of the day unless you feel their safety is at risk.** Late opening and/or early closure is also a possibility in poor weather conditions and we will either inform you the night before or via all of the above methods.

When we are open and there is snow on the front playground we will operate the 'DOUGHNUT' system whereby Mrs Bamber and I will direct cars as you enter the site to go around cones placed in the centre of the playground – like a roundabout. We ask that you drop your children off quickly and then leave the site immediately. Staff will be waiting in the building to receive your children. This 'DOUGHNUT' will operate from just after 8am during the morning so that there is a slow and steady flow of cars.

We would also ask that if we do experience snow and ice, your child is warmly clothed for such weather, and that shoes and boots have a good grip for icy conditions. I believe in allowing children to have fun in the snow, so should we have sufficient snow on our school field, the children, if they have boots to change into, can spend their playtimes on the field building snowmen and having fun. They will not be allowed to play with snowballs as this could be dangerous.

We would ask that you **DO NOT TELEPHONE THE SCHOOL DURING SNOWY DAYS** to ask if we are open or going to close unless absolutely necessary as this jams the telephone system and prevents the office staff from completing their work. I hope that you find our systems for keeping you informed and up to date, reassuring.

If you have any questions, please come in and see me.

Best wishes,

A handwritten signature in black ink, appearing to read 'M. Bridges', written in a cursive style.

Miss M. Bridges,
Headteacher