



25<sup>th</sup> February 2021

Dear Parents

It's the time of year when we review our weather plan and also keep our fingers crossed. We have been faced with occasions when special arrangements need to be put into place due to severe weather and snow.

#### **Option 1**

Our primary intention is that we will do everything in our power to remain open and to offer as normal a service as possible when conditions are bad. This will, however, be dependent on the majority of staff being able to make it into school. This will be our preferred option.

#### **Option 2**

If conditions on the roads and public transport are difficult, we aim to try and remain open but may need to offer a reduced service. School will only be open to **pupils who can walk safely to school**. Given that the majority of our qualified teaching staff live some distance from the school, on these days, the curriculum will change but **still be taught** and we will offer a snow based activities which will differ from the usual class curriculum, such as snow poems and art.

#### **Option 3**

If conditions on the roads and public transport are extremely severe, we aim to try and remain open but to offer a significantly reduced service. School will only be open to **pupils who can walk safely to school** and we will only have staff to supervise them who themselves can also walk in safely. Given that the majority of our qualified teaching staff live some distance from the school, on these partially open days, no formal curriculum will be offered, the children will be given activities to consolidate learning and practise skills. We aim to offer a child-minding style service for those working parents who are able to get into work themselves.

#### **Option 4**

Finally, if conditions are so severe, (as has been the case on rare occasions in past years) we will reluctantly have to close completely.

#### **Communication**

We will endeavour to make a decision regarding which of these four options is relevant, as early as possible and information will be placed on the Surrey County Council website and Eagle radio, then the school website and by email/answer phone as soon as possible, and as close to 7.30am as possible. This is again dependent on staff being able to access these services and not being stuck in their cars somewhere.

In circumstances when it snows or the playground is very icy the gentle slopes which are normally hardly noticeable can become quite treacherous, on these occasions we ask that all children come in the main entrance, as they did for their evening Bedtime Story, recently. Our corridors just don't take 270 adults as well as children so we ask you to say goodbye to your children at the main door. Please don't worry, we help with wellies and trousers in the classroom and it means the children can still go out and play in the snow, if it is safe. We also often ask for parents to help to clear the snow on these mornings.

To ease congestion in the village and at the school entrance we also sometimes stagger entry and pick up times, please check our website or answering machine for this information. For example - you can arrive between 9am and 9.30am and collect children from Year 2 at 2.30pm, Year 1 at 2.45pm and Reception at 3pm. Or even closing at 12.30. We of course let siblings go home together with the oldest child when they are collected.

Hopefully we will not be in a position of having to take option 2, 3 or 4, but we felt it was important that we let you know of our contingency plans well in advance of bad weather.

Kind regards

Jane Reeve

Headteacher

**Frequently Asked Questions**

Does my child need to bring packed lunch?

No – it is only in very rare situations we would not be able to provide lunch and we imagine that in that scenario we would close early.

Will my child be marked as unauthorised if they don't come in?

That will depend on which option, it would also not change our attendance policy, for example if your child was sick they would be marked on the register as sick

**Option 1** – yes, an absence would be unauthorised in most cases

**Option 2** – no, an absence would be marked as a snow day if you had informed us by email/phone of your reason, and therefore not count as unauthorised on your child's attendance record

**Option 3** – no, an absence would be marked as a snow day and therefore not count on your child's attendance record

**Option 4** – no, the register would show the school was closed and therefore it would not count on your child's attendance record

What happens to special events on the snow days? For example class assemblies

It will depend on which option

**Option 1** – we will run all activities as normal during the school day, after school events run by the school will be confirmed

**Option 2** – we will run all activities as normal during the school day, after school events run by the school will be confirmed

**Option 3** – all extra activities will be cancelled unless confirmed by the school that they are still running, for example clubs run by the school, parent conferences

**Option 4** – no activities will happen

Events will be rearranged where possible when the school reopens and is operating normally

My child goes to a club not run by the school, is it running? For example Breakfast Club, Multi Sports

Option 1 and 2 – we don't know you would need to check with the company that run the club

Option 3 – possibly not if we are closing early or at 2.30, you would need to check with the company that run the club

Option 4 – no, the school is closed so there would be no access to the school site

When you are opening at 9am rather than 8.45am would breakfast club accommodate this?

We would open the main door and let Breakfast club in at the usual time.

Why can't all the schools do the same thing?

Mrs Wand and I talk frequently during these days to make sure we know what one another is doing. However we can't take the decision to close one school when we are able to open the other and vice versa. The result would be both schools closing more frequently.