Wednesday 29th November 2017

Dear Parents,

**Let it snow!**

Well, perhaps not, but I would like to ensure that, should the predicted cold snap happen over the coming few weeks, we are able to keep the school open, keep the children and staff safe and ensure that learning is disrupted as little as possible.

**Dormansland’s Emergency Snow Procedures 2017**

- If the weather is likely to have an impact on our school’s daily routines, the school’s will update the front page of the school website by 7am each morning.
- While the school may be able to remain open during inclement weather, I may install an open register, to ensure that you have the time to deliver your child safely to school.
- I may shorten the school day, to enable parents and staff, who have further to travel home, to make their journeys home in daylight.
- Extra-curricular clubs, including **Amigos After-School Care**, may well be affected if we need to shorten the day, although we will, of course, ensure that children are properly supervised until their parents are able to collect them. We ask for parents’ discretion and support with this to ensure that all staff can make it home safely and at a reasonable hour, should the snow fall heavily.
- If I do not have enough staff on site to open the school, then I will have to make the decision to remain closed. However, this will only happen as a last resort and I will do all that I can to avoid this action.
- If the children and staff are to remain at home for a day, staff will post activities onto their class pages on the school website during the morning, which will be there for you to access with your children from home.

We will need to rely on a team of willing and able volunteers to help us to clear the site of snow, and make the surrounding pathways safe enough to re-open the school as soon as possible. With this in mind, I would really appreciate it if you could complete and return the slip below or email Mrs Lowe in the school office with this information, so that we can call on you in a snowy emergency. Please note that, due to the site safety being compromised while this work is being done, I cannot have any children come along to school when the site is being cleared. I hope that parents can work together to have some look after the children of others in order for them to come to school to help shift the snow.
Finally, please don’t think, for one moment, that I am ignoring the potential for huge **FUN** to be had if we have a decent amount of snowfall! If we are open and the school field looks white and welcoming, we will ensure that the children have an opportunity to play outside at the end of the school day. Please make sure that your child has a suitable change of clothes in school with them, just in case of any tumbles into slushy snow that may happen during the course of the school day.

Thank you for your support with these emergency procedures. As always, I am happy to discuss them further, should you wish to see me. Also, if there is anything that you feel I have not considered here as part of our snow plan that may affect the children’s safety, please do not hesitate to let me know.

Yours sincerely,

Sarah Stokes

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Name: [ ]
Child’s name: [ ]

Class: [ ]

☐ I would be happy to help to clear the school site in the event of significant snowfall

☐ I have suitable snow-clearing tools and equipment to help with this procedure

☐ I would be willing to come in and help with hot refreshments for the snow clearers

Any other offers of help:

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*Many thanks for your support 😊*