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Dear Parents and Carers,

With the forecasts suggesting that there will be snow in our region in the coming days and weeks I thought it would be helpful to share with you what the systems are at St Mary's to ensure that everyone knows what is happening.

The default position will be that SCHOOL WILL BE OPEN. Every parents and member of staff should assume that school is open unless informed otherwise.

In the case of snow overnight:

We assess the site first thing in the morning if there is snow or ice on the ground.

- Parents will be informed by **TEXT**, by **EMAIL**, and via a notice on the **NEWS** page of the **WEBSITE** by 7 am whether school is open or not. *Please do not phone the school.*
- If school is **OPEN** each individual family then needs to decide if it is safe for them to travel in. *It is important that no one travels against their own better judgement just because school is open.*
- If it is clear that we cannot make it safe enough and are forced to decide to **CLOSE** the school **YOU** need a **Plan B** in place ready (there is a limit to how much notice we can give.)

In the case of snow during the school day:

The default position is that school will run as usual and pick up time will stay the same. In our experience if we shift the end of the school day we just induce grid lock on local roads and cause stress for those parents who are further away.

However, **very occasionally**, we are advised to **close early**. Again this is where it would be prudent for you to start thinking through what **your PLAN B** would be. In the case of early closure staff would remain to supervise any children who could not be collected early.

So please double check that we have your up to date phone numbers and email addresses and ensure that you can navigate your way to the news page – via the news button on the home page of our website

www.stmarysprimary.org

Please rest assured that we will be doing everything we can to keep school open. We will be able to do this more happily if EVERY child comes to school with a suitable winter coat, hat, gloves and scarf!

Best wishes

Sarah Lewis

Confidently Me Belonging Together Challenged to Contribute

