

## **Policy during Spells of Bad Weather**

The school will remain open unless an announcement is made to the contrary. Should the school need to close or alter its plans parents and staff will be contacted in the first instance by a ParentMail text and further messages will appear on the school's website, through a ParentMail email and possible local radio announcements.

In bad weather we do not encourage children, parents or staff to take unnecessary risks in coming to school. The school will remain flexible with regard to the delivery and collection of children. Parents should contact the School Office on 01323 733203 to let us know of their plans. Staff should contact the School Office as well as their Head of Department in the Nursery, Pre-Prep or Junior Department whilst Middle and Senior School staff should contact the teacher in charge of cover too.

The minibus service is particularly prone to disruption. If minibus transportation is limited parents will be contacted by a ParentMail text and the snow route and limited transportation schedule will come into effect (as described in a separate letter sent to parents on Friday 26 November and available on the website). If the weather deteriorates over the course of a day and the minibuses are unable to run as normal then a ParentMail text will be sent.

Please understand that whilst the school should remain open during spells of bad weather, we cannot guarantee to be able to deliver normal programmes of study and activities due to the possibility that some teachers may not be able to travel safely to work. In such circumstances we will do our best to ensure that as much appropriate study as possible is undertaken by the children. Depending upon the level of attendance of pupils and staff, this could involve the amalgamation of certain teaching groups and the alteration of the timetable for the days in question.

Please rest assured that we will do everything within our control to keep the school open during inclement weather.

Simon Severino

November 2010

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