9th December 2022

Dear Parents and Carers,

***Severe Snow/Ice Plan for Parents and Families***

Every winter brings the possibility of snow and ice. Extreme bad weather can cause widespread and prolonged disruption. Schools are often affected and it can be difficult to maintain an education service.

As a fundamental principle, every effort must be made to keep schools open, even if only a limited number of pupils can attend. However, schools may close due to ‘unavoidable’ circumstances. Those circumstances are, that it is no longer safe for staff or pupils to be on site.

We recognise that it is important our school remains open so parents are able to work and pupils can continue to learn. At Monkton C of E Primary,we have already made every effort to prepare for severe snow/ice this winter.

***How will we let you know if the school is closed?***

If we do experience severe snow/ice resulting in hazardous conditions, I may have to take the decision to close the school. Once this decision has been made we will notify parents in a variety of ways.

We will email you and notifications will also be put onto our website and Facebook page. If you are unsure, please check these places. If the school is closed, decisions and notifications will be made as early as possible – we can pretty much guarantee this will be done by 7:30am.

**If there are no notifications then school is open as normal**. There is NO need to phone and check if you have followed the guidance above.

In addition to the above communication, we will also record the school closure via the **Kent Closures website**. To determine whether Monkton C of E Primary School is open or closed please visit [www.kentclosures.co.uk.](http://www.kentclosures.co.uk/) Search for the school in the search box. The Kent Closures website may also be used to find out if other services in Kent are open or closed, such as nurseries, children’s centres and libraries. We also recommend parents sign up for email alerts on the Kent Closures website. This service will send an email alert to let parents know if Monkton C of E Primary School **i**s closed. **Local radio** will sometimes provide information of school closures.

***What can you do to help?***

* Please visit [www.kent.gov.uk/winter](http://www.kent.gov.uk/winter) for more information about gritting routes and travel issues around Kent so you can plan your journey.
* Please approach the school slowly and safely, especially if you are coming down Willett’s Hill. This is often not gritted, and snow can blow across the fields. Please consider where to park safely in the village, even if this means walking the rest of the route.
* School will advise you if you need to provide a packed lunch from home in case school meals cannot be provided – check your emails regularly.
* Don’t forget suitable warm clothing – gloves, hats, scarves, wellies etc. or even a change of clothing.
* If you are a working parent or feel you may have a problem with a sudden earlier pick-up, please could you put a backup plan in place with another family member or parent and inform the school. This will allow staff to leave earlier for their safety if the weather dictates (i.e. there is a danger of staff getting snowed in at school).

Many thanks for your support in helping Monkton C of E Primary School remain open during periods of severe snow/ice.

Yours faithfully



C Marston

Head of School