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Dear Parents and Carers

Arrangements for dealing with adverse weather conditions and possible school closure

This letter is a reminder of the procedures we will use in the event of having to consider whether to close the school because of adverse weather. Our aim is to avoid, as far as possible, any uncertainty and confusion in the event of possible school closure. We believe that the best way to do this is communicate as fully as possible with you, as parents.

As you know, there are very rare occasions when schools find it necessary to close. These tend to be occasions when adverse weather prevents members of staff, particularly, from getting to work, or where the weather is so bad that conditions on the school site are unsafe.

Decisions on whether or not to close the school are never taken lightly. They involve both senior members of staff and representatives of the school's Governing Body. However, the first consideration is always the safety of children and staff. Where staff live some distance from school, it can be difficult for them to get in and, once here, it can be equally hazardous for them to then go home! We cannot open if there are insufficient staff in school to properly supervise the children.

In the event of adverse weather, we would ask you to:

- Listen for announcements on local radios (Heart Radio and BBC Radio Cambridgeshire)
- Refer to the BBC's local websites
- Check the school's website (www.wheatfields.cambs.sch.uk).

If you do have internet access then the school website will provide you with information on the "home page" as soon as a decision is made. Obviously you can also contact the school: we would expect to have staff on site even if we cannot open the school to the children.

I hope you find this information helpful if difficult and dangerous weather conditions arise.

Parents of children attending Kids Club should note that Kids Club staff will be informed, as soon as possible, if the school cannot open. Obviously in this situation Kids Club will advise you, when you arrive to drop your child, that the school is shut so that you can make alternative childcare arrangements if necessary.

Yours sincerely

Christopher Marshall

