

EXECUTIVE HEADTEACHER:

Ms Helen Comfort

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

Mrs Rachel Hindle

(B.A.Hons, PGCE, M.A.Ed)



St. Margaret's-at-Cliffe

Dover, Kent, CT15 6SS

Telephone: (01304) 852639

Fax: (01304) 853671

e-mail: secretary@st-margarets-dover.kent.sch.uk

www.stmargaretsprimary.co.uk

St. Margaret's-at-Cliffe Primary School on Facebook

@stmargaretscp on Twitter

'For Learning That Lasts A Lifetime'

10th December 2018

Dear Parent/Carers

SEVERE WEATHER GUIDANCE

ST MARGARET'S-AT-CLIFFE PRIMARY SCHOOL

On rare occasions we may not be able to open the school as normal because of severe weather conditions. We understand that this can be difficult for parents and carers and it is not a decision we take lightly. Any decision will be made on the basis of the risk to pupil safety, either because of physical conditions (for example, if the heating fails) or because we do not have enough staff to carry out our duty of care (for example, because of transport disruption).

In these circumstances we may take the following actions:-

- Open school later than normal
- End the school day earlier than normal
- Open the school only for some pupils
- Close the school (as a last resort)

If we have to take any of these actions, we will notify families in the following ways:

- Text messaging/email through Parentmail (available only to parents who have signed up for this service). If you are not registered yet for Parentmail we would recommend that you do so as a matter of urgency
- Message on the school website
- Kent school closures website: www.kentclosures.co.uk (parents are able to sign up for email alerts through this website).
- Local media: BBC Radio Kent, Heart FM, KMFM will sometimes give some information on school closures

Please avoid telephoning the school to check if we are open in order to keep the 'phone lines available for use.

Yours sincerely

H Comfort

Executive Headteacher

