



New Town Primary School

School Terrace, Reading, RG1 3LS

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Re: Severe Weather Conditions

Dear Parent / Carer

We are writing to clarify arrangements for severe weather.

School will stay open if at all possible when there is severe weather such as deep/drifted snow, very high winds, widespread flooding.

Parents and carers have the responsibility of getting children/pupils to and from school safely and need to decide if the journey is safe when severe weather affects transport and/or walking conditions.

Parents and carers should inform the school via telephone if their child is absent due to severe conditions making the journey unsafe. If your child has a disability and/or learning difficulty your decision to take the journey must take this into consideration. Please consider carefully and only keep children at home if conditions are unsafe.

We will try our very best to remain open during snowfalls. The main reasons we would close would be:

- Safety around the site and building
- Lack of heating/water
- Closure of school kitchen
- Staff being unable to get to school in enough numbers to make it safe for the children to be supervised during the day.

On the very rare occasion that *school needs to close* a text message will be sent to all parents. We will also update our school website www.newtown.reading.sch.uk.

If on the rare occasion *school closes during the school day*, parents/carers will be informed by telephone and SMS. **Please ensure you have a procedure in place for the care of your child if you are not available** and make sure your child and school is aware of the arrangements. Perhaps you could make arrangements with a relative or close friend to care for your child until you are able to get home. Please ensure that the School has up to date "In Case of Emergency" contact telephone numbers.

Late opening and/or early closure is a possibility in poor weather conditions and we will inform parents as soon as is possible by text and the school website.

If conditions worsen during the school day and parents feel it is absolutely necessary to collect children the school should, if possible, be contacted prior to collection. Please avoid collecting children before the end of the day unless you feel their safety is at risk.

Please ensure your child is appropriately clothed for cold/wet/windy weather and that shoes/boots have good grip for icy conditions. It can be a good idea on a snowy day to provide a change of footwear and appropriate clothing so that we can allow the children to enjoy the snow!

Miss P. Cornish
Headteacher