



Learning Today, Leading Tomorrow

Bishops Down Primary School

Rydal Drive
Tunbridge Wells
Kent, TN4 9SU
01892 520114

office@bishops-down.kent.sch.uk
www.bishopsdownprimary.org

Headteacher: Mrs C Owen

January 2019

Dear Parents and Guardians,

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 our school open, even if only limited numbers of pupils can attend. However, we may close due to 'unavoidable' circumstances. Those circumstances being that it is no longer safe for staff or pupils to be onsite.

We recognise that it is important our school remains open so parents are able to work and pupils can continue to learn. Bishops Down Primary and Nursery School will make every effort to prepare for severe snow/ice this winter by gritting pathways, clearing access points and forward planning for possible staff shortages.

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 via the Kent Closures website. To determine whether we will be open or closed please visit 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 we are closed. Local radio will sometimes provide information of school closures. Updates will be made on the front page of the school website for you also: www.bishopsdownprimary.org

What can you do to help?

- Please visit 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 with care, leaving any vehicles in Coniston Avenue as the incline at the entrance to Rydal Drive is often impassable.
- There may be difficulties with the provision of hot school meals so you may be asked to provide a packed lunch. Instructions will be given via Gateway/Website if this is necessary.
- 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 back-up plan in place with another family member or parent and inform the school. This will allow staff to leave earlier for their safety if weather dictates.

Many thanks for your support in helping us remain open during periods of severe snow/ice.

Yours sincerely

C Owen
Headteacher