

SANDRINGHAM INFANT & NURSERY SCHOOL

SNOW PLAN



Dear Parents,

Detailed below is the Sandringham 'snow plan' in the event of heavy snowfall either during the school day or overnight.

PLAN 1 : Snow - but not enough to close the school

If it snows lightly school will be open as usual. Since snow is not a regular occurrence we do like to enjoy the snow with the children so we will go outside and play at different times during the day! Please ensure that your child has boots in school and brings fresh socks/tights, school shoes, coat, hat and gloves on days like this.

PLAN 2 : Enough snow that some members of staff will not be able to make it into school

If some members of staff cannot safely make it into school we will attempt to host a 'skeleton' staff to welcome children who are unable to stay at home. Children who could stay at home would be recorded as an authorised absence but a phone call to school from you is still necessary. The school website will have the decision for PLAN 2 posted by 7.30am. The school website will be updated by 4.30pm to let people know plans for the next day. It may well be that kitchen staff will not be able to make it to work either so any child coming in would possibly need a packed lunch.

PLAN 3 : So much snow that school will have to be closed

In the event of extraordinary amounts of snow the decision to close will be taken by 7.15am by the Head Teacher in consultation with Surrey County Council, The Kite CEO and other local schools. The school website will post the decision by 7.30am. Eagle Radio will be contacted and will include Sandringham in their list of closures. The school website will be updated by 4.30pm to let people know if school will be closed the following day or if PLAN 2 OR PLAN 3 will be in operation. The office will also send out an email to parents confirming next day arrangements.

