St Peter's Church of England Primary School
Vicarage Road, Swinton, M27 0WA
Tel: 0161 794 2616
Email: stpeters.ceprimaryschool@salford.gov.uk
Website: www.stpetersswinton.co.uk
Headteacher: Mr P. Wright; Deputy: Ms E. Richardson

**********WINTER SNOWPLAN: School Procedures for Extreme Weather**********

-Please keep for future reference-

Dear Parent/Carer

As adverse weather is predicted, it is time to remind you of our procedures in preparation for all possibilities; please take note of the following information. (This is a necessarily detailed letter; thank you for reading it carefully.)

IN ALL EVENTS, OUR WEBSITE IS USED AS THE NO.1 FORM OF COMMUNICATION, AND WE WILL SEND DAILY SCHOOL GATEWAY MESSAGES*

In the event of keeping school open in severe weather conditions, we will:

- Make every effort to stay open.
- **Keep you informed via the school website homepage –www.stpetersswinton.co.uk IF THE SCROLLING BANNER DOESN'T SAY SCHOOL IS CLOSED, THEN WE ARE OPEN!**
- Ensure pathways on the school site are kept as clear as possible (we have a good supply of rock salt, purchased in the summer).
- Allow the children to wear appropriate footwear and trousers to stay warm and dry, whilst continuing to wear school uniform on the upper half of their bodies (it helps if the children also bring a spare set of dry clothes and footwear).
- Allow children to play outside during breaks (though we will stop this if weather conditions worsen or prove unsafe).
- Stay open, even if putting classes together, so long as legal staffing levels are maintained.
- Send regular School Gateway app messages home to keep parents/carers informed.

In the event of school having to close, our channels of communication will be:

- We will send daily text messages via the School Gateway app
- Posting a daily updated message on the scrolling banner on the homepage of our school website – go to www.stpetersswinton.co.uk
- Placing a message on the school answerphone (number at top of this letter).
- Putting up a sign on each of the three main gates to the school playground, where possible.
- Informing Salford City Council, who aim to announce closures on their website, daily - http://www.salford.gov.uk/schoolclosures.htm

Your great co-operation during snowy weather in recent years has ensured that things have gone smoothly and a school closure has not occurred for more than a decade. We hope for decent weather this winter and will, whatever the conditions, make every effort possible to keep school open. However, you will understand that whilst considering all of the above, the safety of the children is our number one priority and is foremost in our decision making.

IN SHORT: CHECK OUR WEBSITE AND GATEWAY APP EACH DAY DURING SNOWY PERIODS.

Yours sincerely

Mr P. Wright
Headteacher