



# severe weather

Please keep in a safe place with easy access!

In the event of severe weather, we will endeavour to keep the school open and in this case the following procedures have been put in place:-

## PLEASE STICK TO THE GRITTED PATHS

There will be **no vehicular access to either school** (Curtis Road is on an incline and is particularly difficult to negotiate in a car during severe weather conditions) – only children and parents/carers who can walk to school should attempt to come in. As most children are within walking distance this should not be an issue. Children should wear warm clothing and sensible footwear i.e. wellies and have a spare pair of shoes for indoors.

**Only key paths will be gritted** – Junior School children should walk through the car park next to the kitchen to the Reception as the playground will be off limits. There will be a member of staff at the main gate to direct children into school. A member of staff will be at the start of the narrow path and only Junior children (no parents or Infant children) should follow the narrow path to the Reception door where they will be met by another member of staff. **DO NOT COME TO THE FRONT GATE NEAR RECEPTION AS THIS PART WILL NOT BE GRITTED.**

**For Junior School children only** – if at the end of the day, the playground is still off limits – please wait in the car park adjacent to the kitchen (as in the morning) and you will be called year by year to collect your child from the hall

**Infant and Nursery School children** should walk using the path (not the road) down to the Infant School or use the Bath Road gate. Once in the Infant School area only the gritted paths should be used.

**Classes 2BH and 2MM and Reception** should enter via the door in the playground and **not the Reception gate.**

**Year 1 and class 2LS** should enter via the main entrance door. **The Year 1 doors will be off limits as will the gate across the field therefore there will be no access to the Junior School via the field during this period.**

**Nursery** staff will be on hand to direct the children into the Nursery.

**We do understand that these procedures are inconvenient but ask that you adhere to them for the short time that they are in place for the health and safety of our school community – thank you.**

In the event of the school having to be closed the following procedure will take place:-

- The school website will be updated – [www.calcotschools.co.uk](http://www.calcotschools.co.uk)
- You will be notified by facebook/text/email.
- A bulletin will be included on BBC Berkshire
- The West Berkshire website will also be updated:- [www.westberks.gov.uk](http://www.westberks.gov.uk) click on 'Schools' then 'School Closures'.
- The Junior School telephone (0118 9428727) will have a special recorded message informing you if the schools are closed.
- Work will be set for children to complete during any school closure and will be set by your child's teacher on the google classroom.

### Snow Clearing Volunteers

We may need help in clearing paths before 7.00 a.m. Please complete the form below if you are able to help. Please return to the school office as soon as possible. Thank you.

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**NAME:** \_\_\_\_\_

**CONTACT NO:** \_\_\_\_\_

**I confirm that I am fit to grit pathways and move snow:**

**SIGNATURE:** \_\_\_\_\_

Please complete and return to the school office – thank you.