

School closure procedure – inclement weather

Dear Parent/Carer

Depending on which website you look at and what time, it is possible that this part of the country may be affected by snow this week.

If there is snowfall, I will make a decision early in the morning as to whether the school can open. If we are open, we will either:

- A) Be open as normal
- B) Operate a revised school day

Under usual circumstances, the school will be open as normal. However, if the forecast is for heavy snow during the commute to school, I may choose to operate a revised school day, in order to give staff and students more time to travel to school safely and in daylight.

A revised school day would run as follows:

Time	Period
9.30am	Morning registration with tutor as normal
9.45am	Lesson 2
10.45am	BREAK
11.20am	Lesson 3
12.20pm	Lesson 4
1.20pm	BREAK
1.40pm	Lesson 5
2.40pm	School ends (decision to be confirmed regarding after school clubs/Aiming Higher)

It may well be that we communicate with parents/carers regarding a revised school day in advance if heavy snow is forecast, however, this will normally be done in the morning.

In the event of full or partial closure, I would aim to communicate this decision to you by 7am. Information will be sent via text and email (provided you have given us contact details) and also posted on our website and social media feeds and the Hampshire County Council website.

If we are open, students are expected to attend as normal and absence will be marked as unauthorised, unless your child is unwell of course.

I would ask you to understand that snow closures are a joy for many, an inconvenience for some and a Head teacher's worst nightmare! At The Vyne we are lucky to be by the station which is why we usually manage to recruit excellent specialist teachers from far and wide. However, the down side of this is that many of my staff travel from some distance, often using the train. The decision to close is based on safety of course and this includes the availability of staff, so please do recognise that I take the decision to close very seriously and only do so if it is unavoidable.

In the event that we are suddenly caught unawares by the weather during the day, and I am concerned about the safety of students and staff travelling home if the weather is set to worsen, I may make the decision to close the school early. In the event of this happening, we will contact you by text to inform you that students are being dismissed early. If you would prefer us to keep your

child at school until you are able to collect them, please do let us know by emailing enquiries@vyne.hants.sch.uk stating your child's name clearly and we will do so.

Yours faithfully

Mark Kingswood
Headteacher