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*The King's  
(The Cathedral)  
School*



4 December, 2014

### **Severe Weather Disruption**

Dear Parents and Carers,

At this time of year we tend to forward plan to anticipate arrangements in the case of severe weather and, in particular, for the disruption which can be caused by heavy snowfall. I thought it might be helpful to write, in advance, about our arrangements in the event of severe weather this year.

#### **Staying Open**

We will aim, in all but the most extreme weather, to keep the School open in the event of snowfall. If the School's website has no information on it to indicate that we are closing, please assume that the School will be open as usual. In these circumstances, parents and carers should aim to make arrangements to get children into School as usual. If conditions are bad locally, please make a judgement about whether it is safe for you to travel in. In some circumstances delaying your departure may be sufficient for conditions to improve. If you cannot travel, please contact the main switchboard to inform us of a child's absence as usual.

Later in the afternoon, we will keep pupils informed about any information we receive from local bus companies and whether they are amending their departure times and arrangements due to changing circumstances during the day. If your child has a difficult journey, or you usually collect them from a remote location, it would be helpful if they could have access to a mobile phone, that day, so that you can get in touch with them directly. If your child's journey means that they need to obtain permission to leave School early, they will need to obtain it from a member of the Senior Leadership Team. In the vast majority of cases we will aim to have as little disruption to teaching as possible, and particularly for exam classes. Where bad weather means that teachers cannot get into School, this may not always be practical. Once open, the School will remain open until 3.40pm in all but the most extreme of weather.

#### **School Closure**

Only in circumstances where it is dangerous to open, will we close the School. In such circumstances a notice regarding the closure will be placed on the School website as early as possible and relayed to the relevant radio stations.

As well as enjoying the snow on such an occasion, we are well aware that parents and carers may well want their children to have something to keep them occupied, so staff will provide some fun 'snow work', or related activities, for pupils in Years 3-9. Exam classes in Years 10 -13 will have lessons and content available which, as far as possible, reflects the work that they would have been doing had the School remained open. The work for both groups of pupils will be available on the School's Virtual Learning Environment (VLE) which can be accessed through the School's website. We will expect Years

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10 -13 to complete any tasks set, but for Years 3-10 the activities will be optional, with prizes on offer for the best work submitted. We hope these arrangements get the balance right between allowing young people to enjoy the snow, while helping them to avoid disruption to their schooling, particularly if the poor weather occurs at a critical time in a course or period of assessment.

### **Contact Information**

There are a number of occasions during the year when we ask parents and carers to check and update the contact information they have provided. Please do let us know if your contact details have changed, including any emergency mobile numbers, so that during periods of disruption as described above, we can always get in touch. We are exploring the benefits of an SMS system, which could be very useful in these circumstances.

I do hope this information explains how we will proceed in the event of bad weather. Thank you, in advance, for your cooperation and support in what are always challenging circumstances. The weather conditions, as you will be aware, can be very different at a local level but I assure you that we will be doing our very best to keep your children safe and to minimise any disruption to their education.

Yours faithfully,

Mr D Ayling  
Headteacher