



SNOW PLAN

2019/20



Dear Parents,

November 2019

I have updated our Snow Plan. We have **two options** depending on staff availability. **The likelihood is that we would be able to deliver option 1 below:**

1. Skeleton staff available. The school will open for those parents who need to go to work or need child care from 8.30am to 3.00pm

We would ask parents to provide a packed lunch as our school lunches are transported from Leatherhead and there may be difficulties. After school clubs may also have to be cancelled.

2. All or almost all staff available. The School will be open as normal from 8.30am to 3.00pm. To help relieve congestion and to manage all the changing of boots/coats/gloves etc, we suggest the following timetable of arrival and collection:

Arrival plan	Collection plan
All Year Groups Please arrive any time between 8.30am to 9.30am.	All children may be collected from 2.00pm to 3.00pm

Any changes to the above will appear on school website and/or school text message service and via the school app. A class rep will be contacted from each class to keep them updated.

Norma Penny, Headteacher