

January 5 2016

Dear Parent / Guardian

I thought it would be helpful to you if I clarified our position regarding the closure of the school e.g. in the event of snow

- We want to do all we can to stay open because we believe that the learning of pupils is paramount and know that many parents find it difficult to make child care arrangements at the last minute and we want to teach our pupils to take responsibility in more 'difficult' situations.
- We also recognise the genuine difficulties some of our pupils and staff have in getting into school safely if they live some distance from the school.

After careful consideration we therefore propose to do the following:

- EITHER to keep the school open as normal whilst recognising that some staff and pupils will not be able to get in and as a result some lessons will be disrupted – our preferred strategy
- OR to delay the beginning of school to 10.00am to ensure that we have enough staff and pupils in school
- OR in exceptional circumstances to close

If the taxis do not run because of the conditions, parents will need to decide themselves what arrangements to take.

Whatever strategy we decide on we will relay the information on the local radio Heart FM on 97.1 or 96.4 FM, Radio Suffolk 95.5, 95.9, 103.9 or 104.6 FM and Q103 on 103 or 97.4 FM (Radio Suffolk will have timed updates at 10 minutes past and 20 minutes to each hour) If you do not hear Churchill named assume that we are open. Please do not assume that if other local schools are closed that we shall be too or vice versa. In addition we will try and make sure there is a message on the school website.

Please ignore any unofficial methods of communication and rely only on the above and do not telephone the school to enquire as it clogs the school line and prevents necessary outgoing calls.

Yours sincerely

Georgina Ellis
Headteacher