



ST. CHRISTOPHER'S C.E. PRIMARY SCHOOL

TEMPLE ROAD, COWLEY, OXFORD. OX4 2HB

☎: 01865-779772 FAX: 01865-779772

Email: office.3252@st-christophers-pri.oxon.sch.uk



Head Teacher – MRS S.E. BROADBENT BMus [Hons] PGCE

6th January 2017

Dear parents/carers,

Winter Closure Procedure Information

Happy New Year to you all! We have reached the coldest part of the Winter and I felt it important to update you all on what would happen if we have severe weather and needed to close the school. Please be assured that I would only close the school if absolutely necessary and this decision would be made by looking at staffing levels, transport safety and site safety. A large percentage of our teachers live some distance from the school, mainly in outlying villages which often have heavier snowfalls and poorer road clearance, so a large amount of snow could make it very difficult to fully staff the school.

In the event of school closure, the decision would be made by 7.30am at the latest. All parents would be informed through our ParentMail system with a text. **It is really important that parents have provided the school office with current phone numbers so that our system can be updated if you have changed your phone recently.** Any closure would also be communicated to the local radio stations – BBC Radio Oxford, Heart FM and Jack FM, as well as to Oxfordshire County Council to be added to their school closure website www.oxfordshire.gov.uk/schoolclosures

If the school has been closed, it is unlikely that there will be any staff here to answer the phone, so please do not call the school. Keep listening to the radio stations for further updates, and we would also continue to send updates on ParentMail.

There have been rare occasions in the past where heavy snow has fallen during the daytime and schools have needed to close early to ensure staff can get home before roads become impassable. Once again, we would send a mass ParentMail text out, asking parents to collect their child as soon as possible from the school. Obviously, this would only be done in extreme circumstances.

Hopefully we will have a mild winter and none of these actions will be needed!

With best wishes

Mrs S Broadbent
Headteacher