

South Wilts Grammar School for Girls

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Headteacher Michele Chilcott BSc MA **Deputy Headteacher** Amanda Smith BSc PhD

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Dear Parents/Carers

In the event of a school 'snow' closure

We will always aim where possible to keep the school open. However, if we do decide to close the school, this will be based on the safety of the school site and the availability of public transport. This decision will be taken as early as possible in the morning, in liaison with Bishop Wordsworth's School, because of our sixth form collaboration. A notice will be placed on the home page of the school website, by 7am. We will also notify Spire FM and BBC Wiltshire Radio. We may choose to open the school later, to allow for roads to clear and for students to access public transport. Again if this is the case, we will follow the same notification as above.

If a heavy snowfall occurs during the day, or if we are notified that public transport routes will stop operating, we may need to close the school early in order to ensure that students can reach their homes safely. If we take this decision, we will e-mail you and post the decision to close on the website. If you are contacted directly by your son/daughter in these circumstances, and before we have announced a decision requesting collection from school, please make them aware that you are awaiting a decision by the school and that they need to wait until told by a teacher that the decision to close early has been taken.

Information regarding any changes to the school's operating arrangements will be renewed each day concerned; the assumption should always be that the school is open as normal unless there is information given to the contrary for that day.

Yours faithfully

Michele Chilcott
Headteacher

