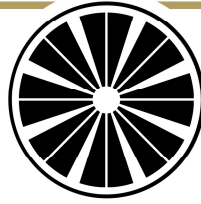


# Meopham School

A Member of Swale Academies Trust

Trust Principal: Mr J Whitcombe MA  
Headteacher: Mrs S Dickinson BA (Hons)  
Tel: 01474 814646  
Fax: 01474 813083



Wrotham Road Meopham Kent DA13 0AH  
Email: [meopham@meopham.kent.sch.uk](mailto:meopham@meopham.kent.sch.uk)  
Website: [www.meopham.kent.sch.uk](http://www.meopham.kent.sch.uk)

Our ref: SDI/JC

6<sup>th</sup> November 2017

Dear Parent/Carer

## **Please keep this letter handy for reference**

### **1. Emergency Arrangements for school closures**

Schools will stay open if at all possible when there is severe weather such as deep/drifting snow, very high winds, widespread flooding. Parents and carers have the responsibility of getting students to and from school safely and need to decide if the journey is safe when severe weather affects transport and/or walking conditions. Parents/carers should inform schools if their child is absent due to severe conditions making the journey unsafe. If your child has a disability and/or learning difficulty your decision to take the journey must take this into consideration. **Please consider carefully and only keep children at home if conditions are unsafe.**

### **2. Severe Weather Closures**

Meopham School will only close if the safety of staff or students is at risk **or** if heating and sanitation fail. We will place messages on our website and on [www.kentclosures.co.uk](http://www.kentclosures.co.uk) Within minutes of our message being placed on [www.kentclosures.co.uk](http://www.kentclosures.co.uk) the local radio stations will use this information to broadcast on the radio and on their websites. Radio Kent (96.7 FM, 97.6FM or 104.2 FM) and Heart FM (102.80 or 103.1 FM) and KMFM (96.2/101.6fm). If conditions worsen in the school day and parents/carers feel it is absolutely necessary to collect children, the school should be contacted prior to collection. **If your child contacts you directly, please check with the school website for up to date information on possible school closures.**

Opening late and/or closing early is a possibility in poor weather conditions and schools will either inform parents/carers the night before or via the local radio and **school website**.

### **3. School meal service**

On occasions, school meal services may be affected by weather conditions so it is a good idea for pupils to bring in extra food. Please ensure your son/daughter is appropriately clothed for cold, wet, and windy weather and that shoes/boots have good grip for icy conditions.

### **4. Staying Safe**

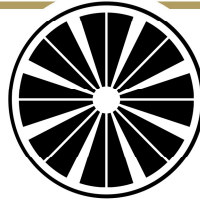
Please make sure that your children know what to do and where to go if ever school has to close early e.g. go home, to a relative or friend. We will not allow children to leave school, if we do not know how they will get home. We will keep them here until they can be fetched. Obviously the longer this takes, the more staff may be at risk of not getting home themselves. Your co-operation and understanding in these rare, but difficult, circumstances are appreciated.

ACADEMIC EXCELLENCE IN A RURAL SETTING

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## **5 Re-opening**

We will use the same forms of contact as in No.2 above to inform parents/carers that school will re-open.

**6. Websites** are very useful sources of information during the winter. Here is a list of the most helpful.

<b>Meopham School</b>	<a href="http://www.meopham.kent.sch.uk">www.meopham.kent.sch.uk</a>
<b>KMFM</b>	<a href="http://www.kmfm.co.uk">www.kmfm.co.uk</a>
<b>Radio Kent</b>	<a href="http://www.bbc.co.uk/kent">www.bbc.co.uk/kent</a>
<b>Heart Radio</b>	<a href="http://www.heart.co.uk/kent">www.heart.co.uk/kent</a>
<b>Kent County Council</b>	<a href="http://www.kentclosures.co.uk">www.kentclosures.co.uk</a>

We would encourage you to sign up for email alerts from [www.kentclosures.co.uk](http://www.kentclosures.co.uk)

Yours faithfully

A handwritten signature in black ink, appearing to read 'S. Dickinson', written in a cursive style.

Mrs S. Dickinson  
Headteacher