

Kingsway Infant School

North Approach, Watford, Hertfordshire WD25 0ES.
Headteacher: Mrs Caroline T-Walmsley
Telephone: 01923 675005



7th December 2012

Dear Parents

We have already seen our first flurries of snow and we would like to let you know of the procedure in the event of heavy snow fall as the school may have to close.

The school will try to contact you via Parentmail (please make sure you have registered and we have an up to date mobile number). Please could you check mobile phones for texts and also your emails, this will be our first line of contact if there is severe weather. We will also put a message on our website www.kingsway@herts.sch.uk (providing there is internet access) to inform you if the school is closed and when it is re-opening.

You can also check online at www.hertsdirect.org or listen to the local radio stations, Three Counties Radio (www.bbc.co.uk/threecounties) or Heart 96.6.

If snow falls heavily during the day, school will finish at 3.05 pm as usual but there will be **no** after school clubs - this is to allow for children and teaching staff to leave the premises as quickly as possible. Please collect your children as promptly as possible.

Please will you also make contingency plans to have your child/children collected from school in case you are stranded due to the transport chaos which often occurs in severe weather conditions and telephone the school to let us know who will be collecting your child if you are delayed.

Yours sincerely

Caroline T-Walmsley

Caroline T-Walmsley
Headteacher.



Every Child Matters