

Graveley Primary School Snow Procedures 2019/20

When a decision is made to close Graveley Primary School in severe, snowy weather, it is done to ensure the safety of all pupils, parents and staff.

Snowfall Overnight

The decision is made early in the morning and depends on local factors. **If severe weather is expected to last all day we will close the school at 2:30pm** to enable parents and children to get home safely and avoid the heavy end of day traffic. However, occasionally it does not start snowing until the morning which can delay decisions.

You will be informed that the school is closed in the following ways:

1. **Parentmail PMX** – An email message and text message will be sent via Parentmail at the earliest opportunity. Please ensure the school office holds the most up to date contact details for you.
2. **Everbridge School Notification System** - this notification system has been put in place to enable messages from the school to be sent immediately via text message. Please take 5 minutes to register your details with Everbridge so that you can receive immediate information and updates: <https://member.everbridge.net/index/892807736725489#/login>
3. **Twitter**: A tweet will be sent via Twitter at the earliest opportunity.
4. **School Website** – When possible, the website will inform as to whether the school is closed (www.graveley.herts.sch.uk).
5. We will also update our **Facebook page**.

Heavy Snowfall Whilst School is Open

If a significant amount of snow falls and settles, the school will close early. You will be informed as above.

We endeavour to keep school open as we know how much closing impacts on parents' jobs. Please help us by ensuring we have your up to date contact details and your phone with you. When arranging for an earlier closing time we ask that you please adhere to this time and do not come earlier. It is disruptive to learning and classroom organisation when children are leaving throughout the afternoon.

Thank you in advance for your co-operation and support.

October 2019