

January 2026

Dear Parents and Carers,

**RE: School closure in the event of severe weather**

Now that temperatures are dropping and winter seems to have finally arrived, I thought it prudent to share with you how we will inform you if we have had to take the decision to close the school due adverse weather conditions, for example, heavy snowfall.

Please rest assured that any decision to close the school is not taken lightly and is done so in the interests of staff and students' health and safety.

Should the school need to close, we will communicate this with you in two ways:-

1. There will be a message on the home page of the school website [www.chelvestonroadschool.org](http://www.chelvestonroadschool.org) informing that the school is closed for the day and which day and date that message refers to. If the school needs to close for more than one day in a row, a new message will be posted each day.
2. The school office will email all families as early as possible, and before the first school transport collection, to inform that the school is closed.

I very much hope that the school does not have to close due to severe weather, however, if that decision is made we will do all that we can to minimise the disruption to the students' learning.

Yours faithfully

Mr M Adams  
Head of School