



## THE FLOURISH FEDERATION

Brookfield Infant School, Swallow Road, Larkfield,  
Aylesford, Kent. ME20 6PY  
Tel: 01732 840 955

**Executive Headteacher: Mrs P Woods** Cert. Ed. NPQH

28<sup>th</sup> November 2017

Dear Parents and Carers

Every winter brings the possibility of severe weather. Brookfield Infant School and Brookfield Junior School will, where possible, stay open during all weathers.

DfE guidance:-

*As a fundamental principle every effort must be made to keep schools open, even if only limited numbers of pupils can attend. However, schools may close due to 'unavoidable circumstances'; for example ~ it is no longer safe for staff or pupils to be onsite.*

We recognise that it is important that our schools stay open so parents are able to work and our pupils can continue to learn. Here at The Flourish Federation we are making every effort to prepare for severe snow/ice this winter by gritting the main pathways and entrances to the school when necessary and by keeping the main access gates clear too.

### **How will we let you know if the school is closed?**

If we do experience severe snow/ice resulting in hazardous conditions, we may have to take the decision to close our school. Once this decision has been made we will notify parents in two ways:-

1. We will send a text message and email to inform you that the school is closed for that day
2. We will inform the Kent Closures website that the school is closed for that day:

[www.kentclosures.co.uk](http://www.kentclosures.co.uk)

KMFM, BBC Radio Kent and Heart FM regularly broadcast news about school closures.

### **What can you do to help?**

- Please use the school's main gate and main entrance door when arriving at school.
- Don't forget suitable warm clothing ~ coat/jacket, gloves, hats, scarves, wellies etc. Should it be safe to play in the snow, only children with suitable clothing and footwear will be allowed out.
- Please keep the school office informed of any changes to your contact details.
- If you are a working parent or feel you may have a problem with a sudden earlier pick-up, please could you put a back-up plan in place with another family member or parent and inform the school. This will allow staff to also leave earlier for their safety if the weather situation dictates.

Many thanks for your support in helping both Brookfield Infant School and Brookfield Junior School remain open during periods of severe snow and ice.

Yours sincerely

Mrs P Woods  
Executive Headteacher

Mrs K Down  
Head of School (BJS)

Mrs L Guyton  
Head of School (BIS)

Miss C Smith  
Head of School (BIS)

*The Flourish Federation  
Brookfield Infant School and  
Brookfield Junior School*

