



SOMERSET COUNTY COUNCIL
ILCHESTER COMMUNITY PRIMARY SCHOOL
HEADTEACHER: Mr N J Heath BA (Hons) PGCE
e-mail: office@ilchester.somerset.sch.uk
website: www.ilchestercommunityprimary.com



THE EARLY YEARS DEPARTMENT
2 SALERNO CLOSE
ILCHESTER
YEOVIL
BA22 8WQ
TEL: 01935 849222
28 February 2018

THE INFANT DEPARTMENT
ILLUSTRIOUS CRESENT
ILCHESTER
YEOVIL
BA22 8JX
TEL: 01935 840328

THE JUNIOR DEPARTMENT
SOMERTON ROAD
ILCHESTER
YEOVIL
BA22 8JL
TEL: 01935 840568

Dear Parents,

I write with a reminder of our emergency closure procedures.

Every effort will be made to keep the school open; in the event of bad weather the following procedures will apply.

A decision as to whether to close the school or not will be made by 6:30 am. An update will be posted on the school website, tweeted via the school twitter account and communicated to a FIS member to post an update on the FIS Facebook account. A member of staff will be manning the school office at the junior site from 8am

One of three scenarios might apply:

Scenario 1: School open as normal

Scenario 2: School opens at 08:55 infants/ 09:00 juniors but children not expected on site until 10am.

In this scenario the school will be open for the normal school day but we ask parents who are not working to delay bringing their children to school until 10 am if possible. This will allow some of our staff who live further from school time to travel safely.

Scenario 3: School closed

An update as to whether to open the school the next day will be communicated via the above means by 6:30 am the next day

Early closure: If the decision is taken to close the school during the school day an update will be placed on the website, sent via twitter and communicated on the FIS Facebook page. Parents will also be contacted by telephone.

Yours Sincerely

Mr N J Heath

Headteacher