



## Chesterfield Primary School

Chesterfield Road

Enfield

EN3 6BG

01992 760 678

Headteacher: Sarah Roberts

6 January 2026

Dear Parents and Carers

### Re: Severe weather plans

Firstly, happy New Year to you all – I hope you have had a restful and enjoyable break.

Considering the current very cold temperatures, it seems sensible to remind parents and carers about procedures if the school either has to close, or open late, due to snow. We do, of course, hope that no such procedures are needed, but it is helpful for us to have a clear plan in place.



**Please ensure you have the Arbor App downloaded and notifications enabled to allow you to receive messages from the school.**

Any decision to close is taken as a last resort and health and safety is always of paramount importance and based on the following factors:

- **Severity of Weather:** Snow depth, ice conditions, wind chill, and potential for further deterioration.
- **Road Conditions:** Impassable roads, potential for accidents, and public transport disruption.
- **School Site Safety:** Condition of school grounds, access to the school building, and potential for hazards on site.
- **Staff Safety:** Ability of staff to safely travel to and from school. (It is worth noting that many of our staff travel from large distances to come into school and therefore this is always a factor in the decision-making process.)
- **Pupil Safety:** Ability of pupils to safely travel to and from school, including those who walk, cycle, or rely on public transport.

### Frost and Ice

School will remain open and the playgrounds will be gritted. Parents/Carers are asked to take extra care when entering and leaving the school site. Please ensure you remain on the gritted pavement areas and stay off the soft surface areas around the climbing frames as these are not gritted. Please also remember to wrap up warm and take extra care on Chesterfield Road as some surfaces may be slippery. The school is fully heated and we will ensure children are wearing coats, hats and gloves when outside.

### Snowfall Overnight

#### School Opening

**On snow days where we remain OPEN** but there is some disruption from snow, **the main school gate will remain locked** and the following entry procedures will apply:

#### **Small Playground Gate - Entry for Year 2, 3, 4, Packham and Thunberg Classes only:**

- SRP Thunberg and Packham Classes: enter through usual classroom doors
- Year 2, 3 and 4: Enter through main entrance doors to school building

#### **Entry Gate to Year 5 and Year 6 Block for Year 5 and Year 6 only**

- Year 5 and Year 6: Enter through the gate to the Y5/6 building

**Telephone:** 01992 760 678

**Enquiries:** [contactus@connectededucationtrust.org](mailto:contactus@connectededucationtrust.org)

**Registered office:** Chesterfield Primary School, Chesterfield Road, Enfield, EN3 6BG, England

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### **Reception and Year 1**

- Enter via the Gate Office and proceed along the gritted path to usual classroom doors

***Parents should ensure that all children only use the gritted paths at all times when arriving at school***

**On snow days when school is open, children can arrive school at any time between 8:45am and 9:30am and will not be marked late until after this time.**

### **School Closure**

Heavy snowfall overnight may result in access to the school being restricted or may stop children, parents/carers and staff from getting to school safely. If these conditions apply, the following steps will be taken:

- The Headteacher and site staff will evaluate conditions at the school site and in the area.
- If access to the school is regarded as too dangerous or there would be too few staff to teach the children, the Headteacher and CEO will take the decision to close the school. **We aim to make this decision by 7.45am**, particularly to assist parents and carers of children attending our Breakfast Club or before school booster groups.
- The school will communicate what is happening to parents via the Arbor App
- Our school website will be updated with information regarding the school closure.
- Work will be set for children either on Google Classrooms or via the school website

### **Severe snowfall during the School Day**

In the event of severe snowfall and/or if there is a significant deterioration in local conditions occurring during the school day, so that the return home may become unsafe, then the Headteacher and CEO may decide to close the school early. The following procedures will then be followed:

- Parents will be contacted via the Arbor App by the school. The school status will also be updated on our website
- Staff will remain on site to supervise the children with an acceptable ratio of staff to pupils until all the children are collected
- Parents and carers of children attending our After School Club will be contacted via the Arbor App or by telephone to advise of early closure of the school
- Children will be provided with work to complete at home

Thank you for your ongoing support, if you have any questions please do not hesitate to contact us on 01992 760678.

Kind regards

Sarah Roberts  
**Headteacher**