



Fen Ditton Community Primary School
Horningsea Road Fen Ditton Cambridge CB5 8SZ
Telephone 01223 292342 Fax 01223 294790
E-mail: office@fendittonprimary.org
Headteacher: Mr Mark Askew

27 September 2021

Dear Parents/Carers,

Adverse Weather School Closure Information

When winter is here, please take note of the following guidance should we have to make the decision to close the school:

1. The **website and your email** should be the first places to check. As soon as a decision is made to close the school we will post it on the website and send out an urgent **Parentmail**. Please note, it is our aim to keep the school open, however the decision is often dependent on the ability of the staff to get into school and we will make the decision as soon as we possibly can, based on the numbers of staff able to get into school. Please remember that our staff come to school from a wide geographical area.

2. We will also endeavour to get messages to you via:
BBC Radio Cambridgeshire
Heart 103 and 102.7

Should we have to close the school during the school day, we will let you know via parent mail. ***Please ensure the office has up to date contact details.*** We will also put a notice on our **website** informing parents the school will be closing.

Kind regards,

Mark Askew
Head Teacher