English Martyrs' Catholic School

23rd November 2026

English Martyrs' Catholic School,
A Voluntary Academy,
Anstey Lane, Leicester, LE4 0FJ
Tel: 0116 242 8880
Email: office@englishmartyrs.org
Web: www.englishmartyrs.org
Principal: M. Calen

Dear Parents

This letter is to remind you about the school's arrangements in the event of severe winter weather (snow).

Please may I urge you to ensure that your child is prepared for such weather and that in the event of a severe weather forecast suitable clothing is worn/carried.

Potential School closure due to severe weather

A risk assessment will be made of the school site and road and transport conditions each day, and a decision will be made whether or not to open the school as usual. The school may close if the forecast is for heavy disruptive snow during the next school day.

In the unlikely event a decision be made to close the school for a day, **parents will be sent a text message** at the earliest opportunity.

Information will also be available through the following channels:

a) The school website - www.englishmartyrs.org
b) Local Media

Unless there is a message on these outlets then the school will be **open** as usual.

Closure during the school day

Should the school be forced to close ***after*** the start of the school day, and students have to return home before the end of the school day, then each family needs to know what their plan will be. School will contact parents/carers using the telephone contact on the school database. Students who normally walk home or take a public service bus will be released once their parents have given permission. Other students will wait in school until someone from the family comes for them. It should be noted that in these circumstances contract buses may not be available. Siblings will be released together.

In these circumstances, catering facilities will not be available. As staff also have to travel in severe weather, you are asked to collect your child at the earliest opportunity. It should be stressed that we will try to avoid closing the school once the working day has begun, however all families should have a plan in place for such an eventuality.

Please ensure that if you have changed your mobile/contact numbers recently the school office has been notified and the database changed.

Yours sincerely

M. Calen

M Calen
Principal