



MANOR COURT Community Primary School

incorporating **Manor Court Early Years Centre**

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage

Deputy Head Teacher Mr A Clode **Assistant Head Teacher** Mrs G Terry

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manorcourtcommunityprimary.co.uk • x @ManorCourtChard

Wednesday 19th November 2025

Dear Parents and Carers,

Reference: School Closure contingency planning

We are approaching the time of the year when the weather becomes more unsettled, and schools may require closing because of poor weather, treacherous driving conditions or heating failures.

At Manor Court Community Primary School, we have carefully planned contingency plans, and because of our supportive staff team, it is extremely unlikely that we will need to shut. Closing the school is a decision that is always made as the very last resort and if we do not believe that we can keep each child, or member of the staff team safe during the school day.

We are required to provide work for children to complete at home because of emergency school closure. During the national school closures in the coronavirus pandemic, our work packs proved to be successful in maintaining an excellent level of education for the children at home without relying on technology.

If we require to shut the school to children at any point work packs are available to all children to complete at home and can be found in the year group specific page on our school website.

<https://www.manorcourtcommunityprimary.co.uk/remote-learning-in-case-of-school-closure>

When it is predicted in advance that it is extremely likely that we will need to shut the following school day (for example because of heavy snowfall), we will endeavour to provide printed copies of the work packs. These will be sent home with each child in a sealed envelope. On the morning of each day of school closure, a message from your child's class teacher to explain the work expected to be completed that day will be sent to you via ParentPay by 08:30am.

Thank you for your ongoing support.

With all kind regards.

Mr Luke Talmage
Headteacher

Mr Alan Clode
Deputy Head & Inclusion Leader

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