



November 26th 2019

Dear Parents/Carers

I wanted to remind you of the procedures we follow should we have to close the school due to poor weather.

The decision to close the school is never taken lightly and is done in conjunction with the Chair of Governors. I fully appreciate that a decision to close the school causes disruption to you. However, I not only have to consider the health and safety concerns while in school, but also the problems of pupils and staff getting to and from school. Factors such as the availability of the school car park and access to the school entrances are also taken into account.

Many staff travel long distances to get to work. Occasionally it is not only difficult for them to travel but sometimes dangerous and/or impossible. Therefore I also have to take into account their safety and ability of getting to and from work safely and ensure that the appropriate numbers of staff are able to be in school to then teach our pupils.

School will never be closed without considerable thought and risk assessment being taken and will only be closed as a last resort and not as a matter of course.

If we have to close the school the following procedure will be taken.

- Decision to close the school uploaded onto the **HEART FM** Radio website. (Please note that it may take some time for this information to become live on the Heart FM website/radio) ***The Local Authority is no longer running a central website for school closures.***
- Parents contacted via school text message.
- Our school website feed will also be updated to inform you that the school is closed.
- Updates will be sent to parents via text regarding the situation as soon as possible.

I hope that you find this information useful.

Yours sincerely

Joanna Cliffe
Headteacher