

Subject: School closure procedures

Dear Parent/Carer,

Given that we are now moving towards the winter weather season I would like to take the opportunity to remind everyone of our school closure procedures.

In the event of poor weather **our school will remain open** unless the site is deemed not to be safe. When the school is open attendance is compulsory as it would be for any normal day.

In the event of heavy snowfall and we are concerned about the day ahead both myself and the Site Manager will decide whether or not to close school by 6.30am. Any such decisions will be posted on the school website, on Bradford Schools Online and announced on local radio stations from 7am that morning. To support this procedure, a message will be sent via the MyEd school app to parents/carers and staff as soon as the decision has been made.

OTHER CLOSURES (including for snow) DURING THE SCHOOL DAY

In the exceptional case that the school has to be closed during normal hours students will be informed and given the opportunity to contact home. Parents/carers will also receive a MyEd message informing them of the closure as well as information regarding whether or not the school buses are able to operate to take students home.

To ensure that all of our students are able to leave school safely please can you make sure that your son/daughter knows how to get home using public transport, if necessary, and that he/she is able to access your house, or that of a relative or friend, in the event of an emergency.

No student will be left unsupervised in school and where they cannot make contact and/or cannot get home safely, they will be supervised by staff.

I thank you for your continued support for our school and I look forward to an uninterrupted winter period and the move into our new school in the weeks and months ahead.

Kind regards,

Graeme Wrightson