



8<sup>th</sup> January 2026

Dear Parents/Carers

### **Inclement Weather – School Closure Procedure**

We are writing to advise you of the process should the school have to make the decision to close due to inclement weather.

Should we experience severe inclement weather, such as heavy snow, we will endeavour to make a decision on the feasibility of opening school by approximately 6.30am.

Once the decision has been made the following communications will be actioned:

- The local authority will be informed
- An email and text will be sent to both parents and students
- The school website will be updated informing of the closure

Throughout the day the site and weather forecast will be monitored and if possible, parents are informed in the afternoon of the position on opening the following day. We will also keep you informed if the school needs to close early in order to ensure safe travel home for students by working with our partner National Express.

It is at times, challenging to inform parents and staff as weather forecasts can change rapidly, we thank you for your patience at these times.

We would encourage all parents to ensure that they have access to school communications.

Yours sincerely

Mrs. S Boyle  
HEADTEACHER

