



MARTON-CUM-GRAFTON  
CE VA PRIMARY SCHOOL

Dear Parents,

20<sup>th</sup> November 2017

**Severe Weather**

We are taking the opportunity now to remind you of the procedures we have in place in the event of severe bad weather.

Even though local children may be able to make it into school, please remember that many of the staff travel quite long distances and may be unable to get here safely. In that case the school would have to close on the grounds of pupil safety because of inadequate supervision.

Following a risk assessment we have therefore decided on the following contingency plans (but of course weather is an unpredictable force):

- We will send text messages giving updates on whether school will close or remain open. Assume that school is open unless you hear otherwise via text message/Stray FM/Stray FM webpage.
- Please listen to Stray FM radio on 97.2 FM or look at the school closures page online at [strayfm.com](http://strayfm.com) to hear if the school is to close.
- Do not travel to school if you feel the roads are unsafe. If you are keeping your child at home, please let school know by phone, email or text by 9.00am so that school lunches can be ordered.
- If school opens on any morning but then the weather starts to deteriorate significantly, please collect your child straight away. If you are in any doubt at all phone the school, but the quicker we can get the children home, the safer everyone will be. If the school is going to close, we will send a text message.
- If you are working parents could you please make sure that there will be someone available to collect your child should the need arise, and send a note into school if those people are not known to us.
- If the forecast is for severe deterioration during the course of the day, and you are not able to make arrangements to collect your child before normal home time, please keep your child at home – such absence would be authorised on safety grounds but you must let school know.

**Please keep this letter safe**, as these contingency plans will apply to any days throughout the year when we may experience severe weather of any kind.

Thank you for your co-operation in this matter.

Mrs ML Thirlaway

**Headteacher**

I authorise \_\_\_\_\_ or \_\_\_\_\_

to collect my child(ren) \_\_\_\_\_ from school if that in the event of severe weather I am not able to make it to school.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**ASPIRE • BELIEVE • ACHIEVE**