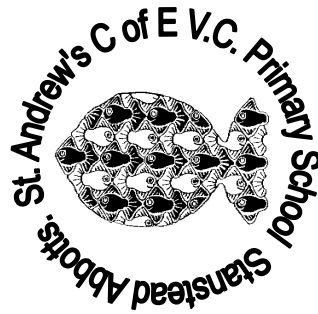


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July 2010

BAD WEATHER PROCEDURES

In severe weather conditions, the decision whether to close school is made by the Headteacher in consultation with the Chair of Governors. It is based on local conditions and staff availability to ensure pupil safety. If there is a heavy snowfall or a hurricane blowing or some bad weather condition which might make it difficult to get to school, the following procedures will be adopted.

SCHOOL CLOSURE / LATE START

All parents must make sure that school is open before dropping children off or sending children to school in bad weather. School telephones are generally manned from approximately 8.15am, but in case of school closure, it is likely to be much earlier.

In the case of school closure:-

- Closure information will be sent to County and can be accessed via 'www.hertsdirect.org'. Please look for the emergency school closure link and then our school details.
- The above information will generate an alert to the local radio stations including the Snow Line on BBC 3 Counties Radio (103.8FM/ 95.5FM), Hertbeat FM (106.7/106.9FM) and Ten 17FM (101.7FM).
- Parents who are registered to Parentmail through school will receive an email alert from the school office giving up to date information.
(Please be aware that in the past when a large number of schools are using Parentmail at the same time, the system can be very slow)
- Details will be posted on the school website
(again the Hertfordshire Grid can be slow in updating during this time of high usage)
- As soon as we are able, there will be a message on the school ansaphone
- Signs will be put up at main access points to the site.

Please help to inform other families once you have the correct information. Any children arriving inadvertently without an adult will be brought into school. Staff will arrange with the child/children's parents to collect them as soon as it is practicable.

If the school has prior warning ie.from weather forecasts etc, that weather is likely to cause school closure, a newsletter or parentmail notice may be sent out with additional information to that set out above.

The safety of all our children in these matters is of course, the greatest concern to us.

**PLEASE KEEP THIS SHEET IN A SAFE PLACE SO THAT
YOU CAN REFER TO IT SHOULD THE OCCASION ARISE.**