

December 2011

Dear Parents/Guardians

SEVERE WEATHER CONDITIONS

I am conscious that at this time of the year the weather may deteriorate significantly in the weeks and months to come.

I wanted therefore to remind you of the procedures we will adopt in the event of the school having to close due to bad weather.

We will make every effort to keep the school open during inclement weather. However, our ability to do so will depend on the number of staff able to make the journey to school and any issues which might compromise the safety of students on site in particular.

The decision to close the school will be made during the previous evening or before school starts in the morning.

1. The following radio stations will be informed:
 - BBC Somerset Sound 1566 MW
 - Heart 96.5 FM (Taunton Area)
 97.1 FM (Yeovil Area)
 102.6 FM
2. The local bus companies and the LA Transport Officer will be informed as soon as possible.
3. The school answerphone (01823 289211) will be updated regularly for information about the school day.
4. Students arriving in school will be supervised and parents contacted to make arrangements for their safe delivery home as early as possible.
5. Updated information will be put on the website which can be accessed on www.bishopfoxs.co.uk

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Decision to close the school during the school day

1. We will liaise with other local schools and the LA Transport Officer to ensure a co-ordinated response.
2. We will arrange early buses to take students home as soon as possible (please see bold message below)
3. We will supervise all those students who have to remain in school until we can contact parents/guardians.

Please be aware:

We cannot allow any student to leave school unless we are certain that he or she will be supervised on arrival home. Please can you ensure that your son or daughter knows what arrangements you have made for him or her to be looked after, especially in the event of a sudden change in the weather or any other emergency requiring early school closure.

As was the case in one closure some years ago, conditions deteriorated rapidly at a time when some students had already left home to come to school. Some students returned home either during their journey or when they arrived at school having been told by other students that the school was closed.

It is essential that, once in school, students should never leave the school premises unless satisfactory arrangements have been made for them, by staff, to go home.

I do hope that we will not need to be in a situation when we have to close the school. However, in the event that we do, I trust that these arrangements are clear to you.

Yours sincerely



**PAUL SCUTT
HEADTEACHER**