



LEAGRAVE PRIMARY SCHOOL

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Website: www.leagraveprimary.co.uk
Headteacher: Mrs E Gillespie



'STRIVING FOR EXCELLENCE, LEARNING FOR LIFE'

Tuesday 27th February 2018

Severe Weather Procedure

Dear Parent/Carer,

There may be an occasion where it is decided to close the school due to severe weather conditions. Any decision made is taken after considerable thought and is based on the safety of the pupils, school site, ability to provide sufficient staffing, pupil transport arrangements and the weather forecast for each day.

At Leagrave Primary School, we follow the advice from the Local Authority that has been issued to all schools.

We will endeavour to text or email each family in the event of the school being closed therefore **please ensure we have up to date contact details for you**. Parents can also check the Luton Borough Council website, which gives a list of emergency school closures - please visit www.lbc.gov.uk.

Parents are also asked to check our website, where we will post up-to-date information on whether or not the school is open.

Closing a school due to bad weather is always a difficult decision due to changeability of conditions. In the event that the school may need to close due to severe weather during the school day, you will be contacted by email or text and asked to collect your child as soon as possible. Pupils will be cared for by members of staff until they can be collected. We may also only use one gate to enter the school site depending on the severity of the weather.

Please do not phone the school to check if the school will be open as this will block the phone lines. If the school plans to close early because of severe weather we will contact parents via email and/or text. The home page of the school web site will be updated with the latest information regarding pupil collection procedures.

Local radio stations will be notified alongside Luton Borough Council website (see above) although parents should be aware there can often be a delay in up-to-date information being broadcast on the radio stations and their Web sites.

In this cold weather, children should come to school suitably dressed in warm clothes with a coat, hat, gloves, etc.

Thank you for your continued support.

Yours faithfully

Mrs E Gillespie
Headteacher





Please can you let us know your updated email address so we can keep you up to date with the latest news and events.

Child's Name: Class:

Parent/Carer name:

Email address:

Mobile number:

Parent/Carer name:

Email address:

Mobile number:

Signed:

Date:

