



**NANCEALVERNE SCHOOL
MADRON ROAD
PENZANCE
CORNWALL
TR20 8TP**

January 2019

To all Parents/Carers, Short break providers

Dear Parent/Carer,

Re: Severe Weather Procedure

I thought it would make sense to remind you of our Severe Weather procedure.

If the school should be closed for severe weather, the decision will be made by 7:30 in the morning. We will contact the Transport who hopefully will contact you. If not, we suggest that you contact the Driver/Passenger Assistant direct if you think there is any problem. It will be important to make sure you have their relevant telephone number(s). Please ask the Driver/Passenger Assistant for their telephone numbers if you do not already have these.

We will also contact Radio Cornwall, who will announce the schools that have been closed. School closures are also listed on the Cornwall Council website at www.cornwall.gov.uk.

It will be your responsibility to contact any short break provider if this is relevant to your child and discuss with them arrangements for any planned visit/stay.

If there should be snow, and it settles during the school day, we will need to close the school. We will make this decision as soon as we can to ensure the safety of the children.

We will contact you through our texting service in the first instance, following this up with a telephone call.

Please make sure the school has your most up to date telephone number

As you will know the local weather can be quite unpredictable not to mention 'localised', if following weather reports you have concerns and feel you would rather keep your child at home please report their absence to school as normal (call reception on 01736 365039) as early as possible.

We are hopeful that we will always be able to keep the school open – but I know you will agree it is always better to be safe than sorry!

Yours sincerely,

Ruth Carpenter
Acting Headteacher