

## Westbourne Academy

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Principal - Mr Garry Trott

Our ref: GTR/EPE

12<sup>th</sup> January 2017

Dear Parent/Carer

### **COPING WITH SEVERE WEATHER**

With a forecast of ice and snow showers this evening and overnight, now is good time to let you know what happens if severe weather threatens closure of the academy. Whilst there is a risk of snow showers overnight the greater risk tomorrow are the icy conditions, sleet and strong winds which may cause disruption to travel.

Please be assured that the academy will remain open whenever it is safe to be open. Parents and students should assume that the academy is open unless they have seen official information which announces its closure. Information will appear on the school website ([www.westbourne.attrust.org.uk](http://www.westbourne.attrust.org.uk)) as early as possible in the morning (ideally by 6.30am) and will be passed through to the Local Authority. Once received, the Council will add a notification to a live feed on the emergency school closures page on its website:

**<http://schoolclosures.suffolk.gov.uk>**


Notification will also appear on the school's social media pages.

In the unlikely event that a decision is made to close the academy in the morning, after 7.45am (ie due to sudden snow fall as people are coming to school), we will stay open to receive students already on their way to school and to register them. They will be looked after until contact is made with their parents and it is safe for them to return home independently.

In the case of the academy closing earlier than 2.50pm because of severe weather, parents should discuss with their children their domestic arrangements for such an eventuality. Any student not able to get home would be kept at school until arrangements have been made to collect them.

Please remind your children to take extra care on the roads as they travel to and from school in icy weather and to be mindful of cyclists and drivers who will be dealing with widespread ice on untreated roads. If your contact details have changed recently please let us know by calling 01473-466161 or 01473-466148.

Yours sincerely



G Trott  
Principal

