



# SIR THOMAS FREMANTLE SCHOOL

A CO-EDUCATIONAL SCHOOL FOR STUDENTS AGED 11-19

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WEB: [WWW.SIRTHOMASFREMANTLE.ORG](http://WWW.SIRTHOMASFREMANTLE.ORG)

6<sup>th</sup> December 2019

Dear Parent/Carer,

## Re: Severe Weather Procedure

Winter is coming, so I thought it would make sense to remind you of our Severe Weather procedure.

In the event of severe weather, we shall do everything we can to remain open. A decision to close the school or send students home early is always very difficult. Careful consideration is always given to the latest local information about road conditions, transport and safe access to, and around, the school site. The decision to close the school will be made by the Headteacher and the site team; who will make a judgement will be made if one or more of the following conditions apply:

1. There are not enough staff able to get to school to keep the school running safely. A significant number of our staff do not live locally and travel in from Milton Keynes, Oxfordshire, South Bucks and Northamptonshire.
2. Conditions on the school site are too dangerous.
3. Conditions are considered to be too hazardous or are anticipated to become too hazardous for students and staff to travel.

The safety of pupils and staff are the primary concern when making a decision, and for this reason we will make the decision as early as possible. This may be the night before, dependent on the forecast. If we are unable to make a decision the evening before, it will be made no later than 6:30am the following morning.

We will communicate the decision about opening via the School Website – [www.sirthomasfremantle.org](http://www.sirthomasfremantle.org), the school Facebook page and a text message to those parents and carers who have provided us with a mobile phone number. We will update these messages regularly to ensure there is clarity regarding the re-opening of the school the following day.

It may also be necessary to close the school early due to a sudden deterioration in the weather. We will make this decision after consulting with school transport providers, who may deem it necessary to collect students earlier than normal. Parents and carers collecting students would be able to do so at any time after the decision has been made. Students who walk home would be able to leave site once a register has been taken. Please speak with your child about the arrangements so they are clear about what they should do.



If we do ever close during the school day, the school will communicate this via our website or text message; it would be impossible for us to call all parents and carers individually. As a result, we would also ask students to contact their parents or carers directly to inform them of the decision. Once again, the decision to close early would be solely based on the health and safety of staff and students.

Yours faithfully,

Neale Pledger  
Headteacher

