

Dear Parents/Carers,

January 2019

Ahead of any very wintery weather, I would like to outline the emergency procedures in the event of a school closure due to adverse weather conditions.

## 1. Severe Weather Overnight or at a Weekend

If the weather conditions on site become such that the school cannot safely open as usual, we will notify parents of this in the following ways:

- Text and/or e-mail.
- The school website: [www.montsaye.northants.sch.uk](http://www.montsaye.northants.sch.uk).
- School twitter account: @montsaye.

## 2. Transport Cancellations by NCC

Should Northamptonshire County Council make the decision to cancel school transport because of treacherous conditions, then the school could be forced to close, as so many students would not be able to attend. School closure information will be communicated to all parents using the mechanisms listed above.

## 3. Severe Weather Strikes Whilst the Children are at School

If weather conditions deteriorate badly during the course of a normal school day, I may have to make a decision to close the school early. Occasionally the bus companies will advise me that, in their judgement, the road conditions are such that it would be wise to get the children home as soon as possible. They would then send buses to pick up students as soon as possible. In such an emergency, the following arrangements will apply:

- Parents will be notified via text, email and twitter that the school is closing.
- Many children will go home on the buses or make their own way home, because parents have agreed that this is the best course of action. If you feel strongly that you do not want your child to go home because they would be unsupervised, we will provide care and supervision until 3pm. You would then have to arrange to have your child collected at 3pm. Please let me know in writing if you wish your child to be kept at school in this situation. If I do not have a written request, I will assume that you support the school procedures outlined above.
- Alternatively, you can discuss with your child what you want them to do in case of an early school closure. This may include going to the house of a relative or friend. Please prepare your children for this eventuality now, so they are clear what your wishes or instructions are.
- Please note that all extended school activities will be cancelled.

## 4. Severe Weather Causes the Buses to be Delayed at 3pm

If the school is made aware of a delay to a particular bus, parents will be notified via email, text and twitter of the problem with the school transport. Please note that we will share this information with all parents.

For any questions regarding the arrangements outlined, please contact [office@montsaye.northants.sch.uk](mailto:office@montsaye.northants.sch.uk).





Please make sure that our record of your contact details are correct, you can use the new SIMS parent/carer app to check. Please see information on how to access and use this app as laid out in the last [Parent Bulletin](#).

Thank you for your support in this matter, and please be assured that we will only close the school as a last resort or if we are advised that weather conditions are a risk to student and staff safety.

Yours sincerely

Mrs Gabbi  
Principal

