

SAINT AUGUSTINE'S CATHOLIC PRIMARY SCHOOL

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Headteacher: Mrs G Napier



St Francis of Assisi
CATHOLIC ACADEMY TRUST

*'WE COME TO SCHOOL TO LIVE AND LEARN HAPPILY TOGETHER BY
LOVING OURSELVES AND EACH OTHER AS JESUS TEACHES US'*

October 2023

Dear Parents/Carers,

Severe Weather and Emergency Closure Procedures

I am writing to advise you of our procedure in the event of an emergency closure which also includes severe weather, such as snow and flooding.

Each day of any severe weather I, as Headteacher, will make an assessment whether it is safe and practical to open the school to pupils in consultation with the Chair of Governors. This decision will be made by 8:00am and will be notified to parents via the Parent Forum representatives.

If the Parent Forum reps do not have your number, please ensure you pass your details on. The Parent Forum Reps facilitate good communication for all with timely reminders and urgent, important information. It is not a chat group.

Closure information will also be shared in the following 3 ways:

- the home page of the school website
- the radio station Heart 101.7 Essex.
- You can also check on the Herts County Council website using the link www.hertfordshire.gov.uk.

Please be assured that the decision to close our school or operate a late opening in exceptional circumstances will be where the safety of your child/ren is the primary concern. On occasion this may be affected due to the availability of teaching staff who travel some distance to reach school, rather than purely conditions for pupils getting to school.

Please find attached the school closure plan for your information.

Yours sincerely

Mrs G Napier
Headteacher

