

Dear Parents,

As winter is fast approaching, I am writing to let you know what arrangements are in place should we need to close the school due to inclement weather.

Decisions regarding closure and re-opening of the school are taken jointly by the Headteacher and Chair of Governors, and will be posted on the Lancashire County Council website: [http://www.lancashire.gov.uk/education/school\\_closures/index.asp](http://www.lancashire.gov.uk/education/school_closures/index.asp) and on our school website <http://www.higher-walton.lancsngfl.ac.uk/>. We also notify Radio Lancashire and Rock FM, and put notices on the school gates. Conditions are reviewed on a daily basis and websites updated as soon as a decision has been made.

If children are already in school when it becomes necessary to close school, we contact parents by telephone asking them to collect their children. It is therefore essential that we have up-to-date contact information for parents.

Thank you for your cooperation and support.

Yours sincerely

Joy Headley

(Headteacher)