



Hodge Hill Girls' School

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7th December 2017

Dear Parent(s)/Carer(s),

REMINDER OF PROCEDURE FOR SCHOOL CLOSURE IN EXTREME WEATHER CONDITIONS

In view of current weather forecasts, I would like to remind you of our general arrangements should we experience inclement weather. **In the first instance – please check the notices on the school website (www.hodgehgs.bham.sch.uk) rather than telephone the school for general information. This makes it easier for families with urgent calls to contact school.**

If weather conditions deteriorate overnight :

- Hodge Hill Girls' School will make a decision by 7.00 a.m on the day, or the previous evening if possible with regard to opening or closure.
- Alternately we may open at 10.00.a.m. in order to clear the site and address health and safety issues whilst also providing additional time for safer travel for staff and families. Should conditions deteriorate prior to the 10.00am opening we would announce a full day closure by 9.15am. We would rather that pupils only lost one hour of learning rather than a whole day when we are forced to make decisions too early as the picture for the whole day is unclear.

Please check the school website and local radio stations (BBC West Midlands and Free Radio) for details at 7.00 a.m.

If weather deteriorates during the school day and we need to close earlier:

- A text message will be sent to all parents regarding the closure and information will be displayed on the School Website. Pupils will not be permitted to leave the school site unless we have pre-authorization or a member of staff has received verbal permission from a Parent/Carer.
- If the School has to close during the course of the school day all pupils must register as directed with Form Tutors. On permission of a Parent/Carer pupils will be signed out and allowed to leave. A member of staff will contact parents of pupils remaining on site to obtain permission from parents for their daughter to leave the site or obtain other suitable arrangements to enable us to close the site as timely as possible.
- Please ensure that we have up to date contact telephone numbers for your daughter and that mobile phone contacts can be reached directly rather than a voice mail message left.

Please note that if Birmingham Local Authority issues a blanket closure of schools all three schools will abide by that decision and this plan will not operate on that day.

Yours sincerely,

Mrs S. Adu
Headteacher