

8th January 2025

Procedures for Unforeseen School Closure Due to Adverse Weather

Dear Parent/Carer,

I am writing to outline our procedures for handling adverse weather conditions. The Westleigh School aims to remain open in all weather; however, if unforeseen circumstances require us to close during the school day, our priority will always be the safety of pupils and staff.

While we cannot provide advance notice of such closures or contact each parent individually, we will communicate as follows:

- **Notification:** Parents/carers will be informed via Arbor, the school website, and our social media platforms.
- **Student Communication:** Students will be allowed to use their mobile phones to contact parents/carers for further instructions regarding their journey home.

During a closure, students are expected to continue their education remotely using their iPads. Teachers will assign work through Showbie in line with the regular school timetable. Students must complete and submit this work for feedback. Teachers will support independent learning by providing instructional videos and comments on assignments.

We encourage you to discuss contingency plans with your child in advance so they are clear on what to do if they need to leave school early. This preparation will help reduce stress and ensure their safety.

Please rest assured that the decision to close the school will only be made in exceptional circumstances and with the safety of your child as our primary concern.

Thank you for your understanding and continued support.

Yours sincerely,



Mr C Bramwell
Executive Headteacher