



8 November 2016

Dear Parent/Carer

## Adverse Weather Procedures

Adverse weather conditions cause all of us problems and the impact on running a school can be significant. Critical factors taken into account when deciding to remain open or to close include road conditions and the availability of public transport. In adverse weather situations we remain in direct contact with transport services and are informed when services are cancelled or disrupted.

The responsibility for school closure rests with the Local Authority (LA) for maintained schools such as TSS. However, because of the variation in geography and climate throughout the district, it is normal for the Headteacher to make an individual school closure decision. This decision will be based on a health and safety assessment (both for staff and students); the LA and the Headteacher will keep the school open where at all possible. Only in exceptional circumstances will the school be closed. If weather conditions are such that the school makes a decision to close before the normal school day starts i.e. around 6.30am, then instruction will be given to publish notification by 7.00am in the following ways which have proven the most effective ones to date:

- A school closure message on Radio Leeds
- An update on our school website - [www.titussaltschool.co.uk](http://www.titussaltschool.co.uk)
- An update via Twitter - @TitusSaltSchool
- An update on the Bradford Schools Online website <https://bso.bradford.gov.uk/Schools/Home.aspx>

If a decision to close is taken during normal school hours, then all parents/carers who have provided us with mobile telephone numbers will be informed by text. In the past, we have allowed older students to make their way home immediately but required other students to provide confirmation from parents/carers of transport arrangements. This is usually done by telephone. Some staff will remain in school to supervise students until they are able to get home.

As you can appreciate, we attempt to ensure we can deal effectively with weather conditions and circumstances arising from this that are beyond our control and I trust you feel reassured that we will do all we can. As a final plea, please do not contact the school switchboard in such situations as we will need this facility to continue critical school business.

Yours sincerely

Ian Morrel  
Headteacher



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