

18 November 2019

Dear Parent/Carer

Re: Arrangements in the event of extreme weather conditions

It is our aim to keep the Academy open as much as possible during the winter months. In the rare event of **EXTREME WEATHER CONDITIONS** (e.g. **heavy snowfall**) across the whole of the city, the Academy will follow Local Authority guidelines if they advise schools to close.

Any such advice affecting all schools will be issued by the Local Authority by 6:45 am at the latest. The advice will then be announced by Heart FM, Radio WM and Free Radio.

North Birmingham Academy has also made a special arrangement that in the event of closure, the Headteacher will make a decision by 7:00 am and a text message will be sent to all parents/carers. This process normally takes half an hour to send; providing we have up-to-date contact telephone numbers, you should have received a message by approximately 7:30 am.

I have enclosed a Data checking sheet for you to amend contact numbers etc. Please return this form to the Academy Main Office as soon as possible.

In the event of extreme weather whilst the Academy is in session, the Headteacher will make a decision on closure. It is the parent/carers responsibility to ensure that students are able to return home safely as the Academy will be closed for all students and staff alike. In this case, a text message will be sent as soon as possible, information will also be displayed on Twitter and the Academy Website.

The Academy will ensure that all external commitments will continue irrespective of poor weather conditions.

Yours sincerely



Philip Lloyd
Headteacher

