

ERE/SME

December 2017

Dear Parent/Carer

### Re: Snow or Unexpected College Closures

With winter on its way I am writing to inform you of our arrangements should the College be unable to open due to inclement weather. We make every effort to stay open, however, if a decision is made to close the College you will be informed in the following way:

- Information will be displayed on our website [www.fromecollege.org](http://www.fromecollege.org) as soon as possible
- A text message will be sent to parents/carers
- An email will be sent to parents/carers
- Our Facebook and Twitter page will be updated
- Local radio stations will make announcements

It is my decision, in consultation with the Chair of Governors, as to whether or not the school will open. We consider carefully the following points:

- Whether remaining open constitutes a significant risk to students and/or staff in terms of health & safety
- Having students in college is conditional on staff ratios being able to be here
- School contract bus operators make their own decisions as to whether or not they will be able to collect students in the morning. It is the local authority which operates the contract, and the college liaises closely with them

Please be assured that the first priority is always to ensure the health safety and wellbeing of our students, staff and college community.

It is vital that we have your most up to date emergency contact information and email address. If your contact details have changed **please contact the Admin Team on 01373 465353.**

Yours Sincerely



Ms E Reynolds  
Principal



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