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## Severe Weather Protocols

Dear Parents/Carers,

A harsh winter has been forecast! We thought we would remind you of our severe weather protocols, in preparation.

### Is the school likely to close?

The Head Teacher will take the decision regarding opening the school once conditions are known, not simply forecast. We will make every reasonable effort to remain open, because:

- Parents/carers often need to get to work and some may be in specific frontline services i.e. police, ambulance, fire, hospital staff.
- Children are likely to be safer in a structured environment than some of the unstructured circumstances that may arise.

### Where can I find out more?

A clear decision will be made regarding the opening status hopefully by 7.30am. Parents will be able to find this out by:

- Going to the school website – [www.lyndhurst-school.co.uk](http://www.lyndhurst-school.co.uk)  
Look at the *Announcements* on the deckchair and one article will state:  
**School is Open or School is Closed**
- ParentMail and Text (please make sure you have registered your details)
- Check our Facebook/Twitter pages
- Local radio
- West Sussex Grid for Learning
- Please do not phone school as the phone lines may be needed for liaising with staff.

If conditions worsen significantly during the day children may be picked up early. The school will not close until the last child is collected – please do not call to ask if we are closing early – we will contact you, if required.

Cont/...

## How can I help the school?

Parents must note the following:

- We will be doing our best in uncertain, often complex and changing circumstances, please be positive in any communication you have with staff.
- It is entirely the parent/carers' responsibility to decide if it is safe for them to travel to school.
- Please **do not call** to ask if we are closing early as this will divert staff from other priorities – we will contact you, if required.
- Where parents do keep their children at home for the day, they are asked to undertake one of the following:
  - Email to let us know: [office@lyndhurst-school.co.uk](mailto:office@lyndhurst-school.co.uk) or
  - Telephone the school between 9.30 and 10.30am.
- If we are closed we may send out a request via ParentMail/Text for help in clearing paths etc. so that we can re-open as soon as possible.
- School may provide a limited service if it does open:
  - Please provide your child with a packed lunch in case we have no cook! If we do have a cook your child will be provided with their usual meal.
  - Normal lessons may be suspended for the day although the best possible learning activities will be secured with the staff available. This may mean mixed classes or children working in the hall.
  - Please send your child into school in suitable clothing. This may include a change of shoes or clothes.



Diane South  
**Head Teacher**

