

Our Ref: RPR/JCA
Your Ref:
Date: 8 December 2017

Dear Parents/Carers

ACADEMY CLOSURE PROCEDURE

As winter is upon us, it is possible that the Academy may need to close for a full or partial day due to poor weather conditions. The Academy will only close in extreme circumstances. The decision to close the Academy is made in collaboration with the Local Authority Transport Division.

If a decision is made to close the Academy the following procedure will implemented:

- Text sent to first contact; as listed number one on our SIMs system, notifying them of the closure.
- A notice will be put on the Academy website, Facebook and Twitter account. (The Twitter account for the school is @freebroughacad.)
- APP notifications

After that, contact will be made with Redcar and Cleveland Local Authority and information about the school closure will be posted on their communication sites:

- Facebook: [facebook.com/redcarcleland](https://www.facebook.com/redcarcleland)
- Twitter: @redcarcleland
- Website: www.redcar-cleveland.gov.uk

If a decision is made to close the Academy while children are on the premises, the same procedures will be used and the *usual transport will run but at an earlier time.*

We would appreciate it if you could wait for information via the methods highlighted above and not by any other form of media, as they may not be accurate. Please note: the Academy signs off each text message to parents with FREEBROUGH ACADEMY; any other text received should be disregarded.

If by chance you do need to collect your child please contact the Academy and inform them of your estimated time of arrival so the necessary arrangements can be organised.

Yours sincerely



MRS R PRENTICE
Principal