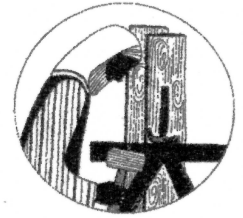




Diocese of
Portsmouth

St. Joseph's Catholic Primary School
Gypsy Lane, Bracknell, Berkshire, RG12 9AP
Tel: (01344) 425246 Fax: (01344) 305463
Email: head@office.stjosephs.bracknell-forest.sch.uk



Headteacher: Juanita Dunlop

Dear Parent(s)/Carer(s),

REMINDER OF PROCEDURE FOR SCHOOL CLOSURE IN EXTREME WEATHER CONDITIONS

Whenever possible St, Joseph's Catholic Primary School & Footsteps Nursery will remain open. However, our paramount concern is the safety of our community, our pupils, parents and staff, many of whom travel a long distance into school each day.

In the event of extreme weather conditions, such as heavy falls of snow or extreme icy conditions, the School may have to be closed until we can ensure that the site is safe. The Governors and Headteacher will make any decisions and keep you fully informed.

Rather than telephone the school for general information, please follow the process below as this makes it easier for families with urgent calls to contact school.

1. In the first instance – please check your mobile phone for any text updates.
2. Secondly, please check your email for any notification
3. Thirdly, please look at the notices on the school website (www.stjosephs.bracknell-forest.sch.uk)
4. In addition to the above, you could listen to the local radio stations:
BBC RADIO BERKSHIRE broadcasts on 104.1, 104.4, 95.4, 94.6 FM & DAB,
HEART broadcasts on 97.0, 102.9, 103.4 FM
READING 107 broadcasts on 107.0 FM

If weather conditions deteriorate overnight:

St. Joseph's Catholic Primary School & Footsteps Nursery School will make a joint decision by 7.00a.m on the day, or the previous evening if possible with regard to opening or closure. We are aware that a number of families use both settings and both will either be open or closed for the fully day unless circumstances change during the day.

Alternately we may open at 10.30.a.m. in order to clear the site and address health and safety issues whilst also providing additional time for safer travel for staff and families.

Should conditions deteriorate prior to the 10.30am opening we would announce a full day closure by 9.15am. We would rather that pupils only lost one hour of learning rather than a whole day when we are forced to make decisions too early as the picture for the whole day is unclear.

If weather deteriorates during the school day and we need to close earlier:

Parents will be contacted by text and their consent will be sought for their child/children to be collected. Please ensure that we have up to date contact telephone numbers for child/children and that mobile phone contacts can be reached.

Please note that if Bracknell Forest Local Authority issues a blanket closure of schools, all schools will abide by that decision and this plan will not operate on that day.

