

SIR THOMAS PICTON SCHOOL**YSGOL SYR THOMAS PICTON**

HAVERFORDWEST, PEMBS, SA61 2NX

HWLFFORDD, SIR BENFRO, SA61 2NX

Headteacher / Pennaeth: DR.N.J.POOLE

Tel / Ffon: (01437) 765394

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Dear Parent/Carer

Arrangements for School Closure in the event of Extreme Weather or Other Emergency

General Points

The primary consideration which determines the decision on closure will be the safety of the pupils, whether at school or on home-school journeys. The secondary consideration will be the number of teachers available to supervise pupils.

Overnight/Bad Weather/Emergency

If bad weather means that the school will not open for pupils, a message will be broadcast on Radio Pembrokeshire and notices will be displayed on the school website (www.stp.pembrokeshire.sch.uk) and the Pembrokeshire County Council website - www.pembrokeshire.gov.uk. In addition, a 'Parentcall' text message will be sent to parents. It should be assumed that the school is re-opening the following day unless there is an announcement on Radio Pembrokeshire 102.5fm. The aim will always be to re-open the school as soon as possible.

Pupils who inadvertently find themselves arriving at school, will be sent home with due regard for their safety. The phone lines at school need to be clear for contacting bus companies and dealing with emergencies. Parents are asked **NOT TO TELEPHONE THE SCHOOL** unless it is an emergency, but to listen to local radio.

Bad Weather/Emergency – During the School Day

- Guidance will be taken from the bus companies, who have the responsibility of safely transporting pupils. It must be accepted that they are likely to err on the side of caution.
- Details of emergency arrangements will be broadcast on Radio Pembrokeshire 102.5FM as soon as possible after the decisions have been made.
- Pupils will be released from classes as their buses arrive at school. Parents and children should be clear about individual family arrangements to cover such circumstances.
- The pupils will be asked **NOT** to make other arrangements with friends etc. to avoid causing additional problems.
- Pupils living locally will be released using the same procedures.
- Pupils with problems getting home will be allowed to telephone a relative to make arrangements before being released.
- Parents will be informed by text message from the school, providing we hold up-to-date mobile numbers.

Bad Weather/Emergency – During Examinations

Pupils sitting examinations should check the school website daily for important updates.

Yours sincerely

Dr N Poole
Head Teacher

