

Friday, 08 November 2019



# THE CORBET SCHOOL

*Headteacher Dr Jane Tinker BSc MA(Ed) EdD NPQH*

Dear Parent/Guardian

## Unscheduled School Closure Arrangements

We make every effort to keep the school open but our primary concern has to be the safety of staff and pupils. As a rural school with a large catchment area we consider many factors including site safety, transport and staffing. We publish the following arrangements to follow in the event of a school closure. We ask you to **please keep this section in a safe place for future reference.**

- The school will make announcements via the **school website**; the alerts will display one of the following messages:
  - School open
  - We are consulting on any possible school closure and will advise you as soon as possible
  - School closed
- You are advised to tune into any local radio station; they will announce any school closures
- Updates will also be posted on the school's Facebook and Twitter feed
- If the school is closing, we shall send a **text message** alert to parents via the schools messaging system
- Please do not attempt to contact the school to make individual arrangements with your child. We will need access to phone lines to contact transport providers, staff and other essential service providers
- Pupils should have agreed arrangements in place and noted in their planner (page 1)
- If the weather deteriorates suddenly, we will provide advice on the website regarding revised arrangements for coach travel
- If necessary, buses will be dispatched early and you will be notified by **text message**
- Parents can ring the Shropshire Council's Snowline number **03456 789073** or refer to school closures on their website [shropshire.gov.uk/school-closures/secondary-schools](http://shropshire.gov.uk/school-closures/secondary-schools)
- If there is more widespread severe weather the Shropshire Council Authority will activate a **Helpline** for parents. (When operating, the Helpline number will be given out by the Radio Stations)

Pupils travelling by school bus should wait at their usual collection point for 30 minutes after the usual pick-up time. If the bus does not arrive, please return home. This is normal practice during pick-up time if the bus is delayed.

All parents/guardians are asked to make appropriate arrangements for their child in case of an unscheduled school closure during the working day. Please make sure your child is aware of these arrangements and have completed page 1 of their planner.

Please can parents ensure the school has their up to date contact details, preferably a mobile number (for texts).

Yours sincerely

*Jane Tinker*

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Head Teacher

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