



FAIRLANDS PRIMARY SCHOOL & NURSERY

Pound Avenue
Stevenage
Hertfordshire
SG1 3JA

24th November 2010

Dear Parents / Carers

Emergency Closure Procedures

In the event of extreme weather, please be reassured that **we will do everything in our power to stay open**. We will only close if:

- risk assessments indicate that it is unsafe for children & parents to access the site
- not enough staff are able to attend their workplace, again leading to unsafe levels of supervision for the children.

It is always a difficult decision to make to close the school and we do appreciate the impact it has, particularly on working parents. **Where possible**, in order to help you plan childcare, a decision will be made **between noon and 3pm of the day before closure**.

If you are unsure about whether the school is open, you should:

- Check our website (this will be the most reliable & up to date information) at **www.fairlands.herts.sch.uk**
- Check **www.hertsdirect.org**
- Listen to our nominated radio station during snow - **106 Jack FM**
- Check the message on school answerphone : **01438 351053**
- Check the **notice** on front of the **school gate**

Only if we close early once the school day has started will parents be telephoned individually and asked to collect their child. We will always try to avoid this situation happening.

Robert Staples
Headteacher