



WESTON FAVELL ACADEMY

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Winter 2018

Dear Parent/Carer

With the winter season nearly upon us, we understand that our decision to open or close schools in bad weather has a big effect on families. We also understand that our students are better served, both academically and socially, by being in school and, as always, our top priority is the safety of our students.

HOW DO WE MAKE OUR DECISION?

Staying open or closing the academy is a decision not taken lightly due to its impact on many things. Please understand that we make the decision to open or close the schools in bad weather is based on a careful analysis of all relevant factors, such as:

- Information on road conditions from transportation staff and from the police. We must give careful consideration to the most dangerous roads in the district. Even if your local area appears clear, travel elsewhere in the region may be dangerous.
- Amount of snow and ice accumulated.
- The ongoing forecast and whether poor conditions are set to continue.
- Building conditions (such as whether we have electricity and heat).
- Car park and entrance conditions. The Estates Manager will liaise with site staff who are responsible for clearing and treating school car parks and pedestrian walkways.

WHO MAKES THE DECISION?

As Principal of Weston Favell Academy, I am responsible for the final decision based on the above factors and recommendations from the Estates Manager taking into account the safety of our students and staff.

WHEN IS THE DECISION MADE?

The decision will be made by 6am so we can notify parents, carers and staff. Delaying the decision until later may result in some parents already leaving for work leaving their children unsupervised.

WILL WE CLOSE SCHOOL IF CONDITIONS WORSEN DURING THE DAY?

Please bear in mind that, even if weather conditions worsen, we cannot reverse our decision in the morning without endangering students. Once we make the decision to open the school, parents may rely on this instruction and leave for work.

If weather conditions get worse during the school day, it may be necessary to call an early dismissal but adequate notice will be given to parents first, as follows:

- Year 12 / 13 students will be allowed to leave site with immediate effect.
- Students in Years 7-11 will be asked to return to their Tutor Bases where they will be able to contact parents/carers on their mobile phones so that the form tutor can confirm that the student can leave site.

If students do not have access to a mobile phone, they will be able to use the academy's phones to contact parents. **PLEASE ENSURE THE ACADEMY HAS UP TO DATE CONTACT NUMBERS AND EMAILS.**

We ask that parents/carers discuss arrangements for cases of severe weather closure with their children in advance, to ensure students can safely return from school to home or an alternative safe venue.

Students who cannot get home safely during the school day or whose parents we cannot contact, will be supervised in the academy until their parents/carers can collect them or until the end of the school day.

HOW WILL PARENTS BE INFORMED

A text message or email will be sent home to all parental contacts informing them of the decision to close the school and the academy website will be updated. Staff who live locally will stay within the academy to supervise any students who cannot get home until 3pm.

If we decide that it is impossible to safeguard all students on site, we may decide to open for some year groups. This may be prudent when pupils in Year 11 and 13 are taking external examinations, for example.

Please do not ring the academy to ask if we are open. If there is not a closure message on the academy website or the NCC website, then we are open as normal.

We will always make every effort to remain open to our students and we will only close if appraisal of health and safety factors dictate that closure is the only option.

Yours sincerely



**Ms L Leventhal
Principal**