



# Cardinal Langley RC High School

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Headteacher: Mr A Bridson B.Sc. (Hons)

16<sup>th</sup> January 2017

Dear Parents/Carers,

**Re: School Closure Procedure in the event of Severe Winter Weather**

The weather has started to turn colder and more wintery and I wanted to take this opportunity to update you on the procedure if the school needs to close because of severe weather.

It is always our intention to remain open but in extreme circumstances it may be necessary to close due to the safety of the school site or difficulty of staff and students being able to travel to or from school.

If the school is unable to open, or needs to close part way through the school day, we will inform you by the following methods:-

- A message will be posted on the school website [www.clrchs.co.uk](http://www.clrchs.co.uk)
- Emails and text messages will be sent to parents from our school system\*
- A message will be placed on the school Facebook page and twitter feed
- Messages will also be broadcast by local radio stations (e.g. Key 103, BBC Radio Manchester)
- A full list of all school closures will be available on [www.rochdale.gov.uk/snow](http://www.rochdale.gov.uk/snow)

*\*To check/amend the contact details that we hold for you, please logon to SIMS Learning Gateway via the school website <https://www.clrchs.co.uk/parents-students/parents/> . Alternatively, pupil information update forms are available from Reception.*

Contacting the school office by phone may be difficult if there is a high volume of calls and we would ask that you assist us to keep the phone line open to ensure we can make emergency arrangements if required.

Always assume that the school is open unless you are informed otherwise. We understand that any closure will disrupt the learning of students and will only make this decision if it is necessary. The safety and well-being of our school community is our priority.

Yours faithfully,

Mr A Bridson

Headteacher