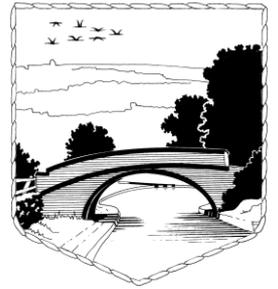




**ST LAWRENCE CHURCH OF ENGLAND
VOLUNTARY AIDED PRIMARY SCHOOL**
Dog Lane, Napton, Southam, Warwickshire CV47 8LU
01926 812447

office@stlawrenceprimaryschool.co.uk
www.stlawrenceprimaryschool.co.uk
Head teacher: Mr John Brine



18th November 2021

Dear parents and carers,

As we head towards winter I thought it would be timely to remind you of procedures which will be adopted in the event of a school closure due to inclement weather.

If we decide to close the school, either part way through the school day or for a full day or more, we will:

- Send an email out to all parents.
- Put out a message on the school Facebook page.
- Post the closure on Warwickshire County Council's website [here](#). Please note that you can sign up for a text alert if the school is closed via this link.
- Update the school website as soon as possible.

If we close part way through a day, we would appreciate it if you could collect your child asap. Please be assured that we know this isn't always possible and we will make sure your child is looked after until you can get here. If another parent is going to pick your child up please let us know, preferably via email to avoid blocking the phone lines.

Whenever possible, a decision will be made the day before concerning the closure of the school. A decision may however be made at 7.00am on the day of severe weather conditions, based on local forecasts and the safety and security of pupils and staff. This is always a difficult decision and there are many factors which need to be weighed up in a short space of time. Parents, students and staff will be informed accordingly.

Please ensure we have your correct contact details, and let us know of any changes by emailing the office.

Thank you very much.

John Brine
Head teacher