

4<sup>th</sup> December 2018

Dear Parent

I wanted to be able to remind you about arrangements for students with regard to notifying you about possible school closure this winter.

**School Closure**

If I have to close the school during the school day, parents will be notified by text where possible and details will be on the school website. (Please make sure the school office have your up to date mobile phone number.) We may have to call the buses early; you should then keep up to date with closure and re-opening via the following media:

**Suffolk County Council website** - [www.suffolk.gov.uk](http://www.suffolk.gov.uk) - school closure section

**Alde Valley website** - [www.aldevalleyacademy.org.uk](http://www.aldevalleyacademy.org.uk)

**BBC Radio Suffolk** - 103.9 or 104.6 FM (updates every 20 minutes or as they come in)

**BBC Radio Norfolk** - 8.55 AM, 95.1, 95.6, or 104.4 FM (every 20 minutes)

**Heart FM** - 96.4, 97.1, or 102.4 FM (updates every 15-30 minutes)

**The Beach** - 97.4 or 103.4 FM (updates every hour)

If I have to close the school in the early morning (usually the decision is made by 6.15am in liaison with other Headteachers locally) I will inform the Local Authority and they in turn inform the radio stations and enter information on the County Council website. Parents should then use the media above to check the news about closure. Please do not call the school by telephone.

If the school is closed and there are exams scheduled, these examinations will go ahead and start at 9.30am to allow extra time for students to arrive at school safely.

I would like to thank you in advance for your support in this matter. I can assure you that a decision to close is never taken lightly because we place high value on continuity of student learning but my duty to ensure the health and safety of students and staff is paramount.

Yours sincerely



Mr D Mayhew  
Headteacher

