

# WHITCHURCH HIGH SCHOOL

Penlline Road, Whitchurch, Cardiff CF14 2XJ

Headteacher Nick John



## YSGOL UWCHRADDYR EGLWYS NEWYDD

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Dear Parent/Carer

At present it is looking likely that the snow that is forecast for parts of the UK this week will miss us. However, some models are still predicting that snow may affect South Wales towards the middle of the week.

With this in mind, please find attached information relating to our adverse weather procedures. If you have any queries or concerns, please contact a member of the appropriate progress team.

Kind Regards

Nick John  
Headteacher

# **Adverse Weather – Information for Parents/Carers, Students and Staff**

The school will always open and continue to do so providing we have sufficient teaching and support staff available for lessons to take place throughout the day, and it is safe to do so.

## **ADVERSE WEATHER CLOSURE**

A decision to close, partially close or delay opening the school is usually made between the Headteacher and the Chair of Governors. Any such decision (except for adverse weather during the day) will be taken early in the morning and information posted on the school website by 7:15am - <https://www.whitchurchhs.wales/>. We will also send a message to Parents/Carers through in touch and the Sims parent app.

In the event of school closure, in the short-term teachers will make every effort to set work using the assignments function on Microsoft Teams for any lessons that students have during the period of closure.

In the event of a long-term closure online learning protocols will be put in place providing opportunities for synchronous learning. If this need arises, further specific details will be provided.

## **In adverse weather conditions we would ask parents/carers to remind students to:-**

- Ensure they have an emergency number which they can contact should they need to be sent home in the event of school closure during the day
- Know where they are to go in the event of such a school closure e.g. directly home, to a friend's home, or to a relative or neighbour
- Exercise extreme caution and take full account for their own health and safety
- Respect the health and safety, and welfare of others
- Wear appropriate footwear and warm clothing
- Be very careful when moving to, around and from the sites
- Stay on designated cleared pathways wherever possible
- Not carry unmanageable loads
- Report any appropriate adverse weather issues or concerns to any member of staff
- Staff who have any issues or concerns reported will deal with the matter and/or refer to others

## **Staff and Visitors are requested to:-**

- Exercise extreme caution and take full account for your own health and safety
- Respect the health and safety, and welfare of others
- Wear appropriate footwear and clothing
- Be very careful when moving to, around and from the sites
- Stay on designated cleared pathways wherever possible
- Not carry unmanageable loads
- Drive and park carefully when using the sites
- Take care when getting into and out of vehicles
- Visitors should report any appropriate adverse weather issues or concerns to the office staff on that site
- Staff who have any issues or concerns should deal with the matter direct and/or refer to others.

If parents/carers or students have any concerns, please contact a member of the appropriate progress team. Contact details are available on the school website:

<https://www.whitchurchhs.wales/Parents/Documents/SchoolContacts.pdf>