



BENTS GREEN SPECIALIST SECONDARY SCHOOL AT SHEAF TRAINING

NORWOOD DRIVE, SHEFFIELD S5 7BH
Tel: 0114 4031048 Fax: 0114 2561033

HEADTEACHER: AMANDA COSTELLO
CHAIR OF GOVERNORS: LAURA GILLESPIE

8 November 2016

Dear Parents/Carers

Bad Weather Conditions

As we are in the midst of the winter period, I wanted to confirm our arrangements in case of bad weather, particularly snow. Wherever possible, we will endeavour to keep school open. However, in exceptional circumstances it might be necessary to close.

If school is closed to pupils, then I will make the decision on the best available information from Transport Services (SEN transport) and the local weather forecast.

In the event of any school closure our main way to communicate important information will be via Primary Contact (text messaging system) so please can I ask that you ensure that your **home, work or mobile telephone** details held in school, are up to date. Please ensure that you have the **Primary Contact text messaging phone number (0114 3030177) set up on your mobile phone.**

Parents/carers can also sign up to receive emails from the School Alert system. This is a system that schools use to notify the local Radio Stations and the local community about school closures. If you would like to register please go to: <https://www.sheffield.gov.uk/register-for-alerts.html>. Please note this does not replace the school's text messaging, website or social media services

Attached is the routine we will follow. However, please can I ask that you be patient and allow us time to follow this, as sometimes we are reliant on information from others.

If you would prefer to collect your son/daughter during the day due to concerns about worsening travel conditions, please contact **P16 School Office at Sheaf Training: 0114 4031048** and **Transport Services: 0114 2037575** if relevant.

Sometimes SEN Transport might arrive slightly earlier or later when weather conditions change, so please bear this in mind.

Please be assured, that school will remain open until the last child is safely collected, no matter what time, but your support with this will help us to ensure the well-being of all of our community.

Yours sincerely

Amanda Costello
Headteacher