



# The Southwater Junior Academy

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Headteacher - Mr Alexis Conway

Assistant Headteachers - Mrs. E. A. Ratsey & Mrs. C. A. Johnson

16<sup>th</sup> January 2015

Dear Parents,

I am writing to inform you of the procedures we have in place for you to be able to ascertain whether the academy is closed in the event of severe weather conditions.

The responsibility for making the decision to close an academy because of weather conditions or any other emergency is ultimately the Headteacher's in consultation with the Chair of Governors. The decision about the closure will be made using all available information as early as possible in the morning. As you will appreciate this decision also involves a risk assessment of the academy site and the outlying road conditions for staff and parents who travel to the academy.

The academy will inform the local radio, Heart FM, and West Sussex County Council regarding any closures. Information can be accessed at <http://www.westsussex.gov.uk> – type 'school closures' in the top right search box. Communication will also be sent via the Parentmail2 email and text service. If you are not signed up to Parentmail2 and would like to, please contact the academy office. Please also ensure that there is a mobile number linked to your Parentmail2 account.

Please note, if the academy is closed due to adverse weather conditions, Kids Like Us and Little Acorns Nursery will also be closed.

Finally, during this period of bad weather can you please ensure your child brings a warm coat and other suitable cold weather clothing as we always aim to encourage the children to go out for some fresh air every day.

Yours sincerely,

Alexis Conway  
Headteacher