

YCAT
Yorkshire Collaborative
Academy Trust

ASKWITH PRIMARY SCHOOL
Askwith
Nr Otley
North Yorkshire
LS21 2JB

Tel (01943) 462896
E-mail: askwith@ycatschools.co.uk
www.askwith.n-yorks.sch.uk
Headteacher: Mrs E Nayler

6th December 2022

Dear Parent / Carer,

School Closure Procedure

During the winter months, our priority is to keep the school open as long as it is safe for the pupils, parents and staff to travel to and from school. However, in the case of adverse weather, it may be necessary to close the school either before the school day has started or during the school day.

Closure before the school day has started:

Whole school

If there has been snow overnight, a decision will be made by 7am whether or not the school will open and this will be communicated to parents using the text service.

Whenever snow is forecast for the following day, children will bring home a pack of work to be completed should school have to close.

Decision to stay at home / delayed start due to concerns about travel

If the decision is made to open but you are concerned about the safety of your own journey, then you should prioritise your safety and that of your children.

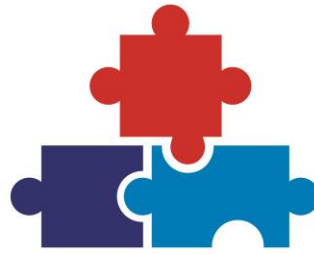
If you decide not to bring your children to school, please inform school in the usual manner by leaving a message before 9.30am on the telephone answer service or email askwith@ycatschools.co.uk. If your child is absent because it would not be safe to travel, then this will be recorded as an authorised absence. If you have booked a lunch on SchoolGrid, please cancel before 8.55am, or if you miss this deadline, ask Mrs Bentley to cancel the lunch.

If you decide to stay at home / delay your journey due to safety concerns, then your children will be helped to catch up on their return to school.

Closure during the school day:

If the weather deteriorates during the school day then a decision may have to be made to close the school. As soon as this decision has been made, it will be communicated to parents using the text service.





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If this is the case, please collect your child as soon as it is safe to do so. If you would like your child to be collected by another parent or relative, we must be informed via telephone. We will not let a child be taken home by a different parent or unknown relative unless we receive an instruction from you to do so.

Staff will remain in school until the last child has been collected.

If school closes in the morning, children from Reception to year 6 will be given a pack of work to take home to work through. You will be kept informed via text message.

In order for the above procedure to be effective, we must be kept informed of any changes to mobile numbers for the text service.

Thank you for your co-operation with this procedure.

Yours sincerely,
Mrs E Nayler, Headteacher

