

# Edward Peake C of E (VC) Middle School

Federation Headteacher: Miss Z J Linington

Potton Road, Biggleswade, Bedfordshire. SG18 0EJ

Tel: 01767 314562

E-mail: [info@edwardpeake.beds.sch.uk](mailto:info@edwardpeake.beds.sch.uk)

Web: <http://www.edwardpeake.beds.sch.uk>



18 November 2021

Dear Parent/Carer

## **Severe Weather Arrangements.**

As we move through the winter season I am writing to update you with information regarding our emergency closure arrangements. Whilst every effort is made to keep the school open and maintain normal everyday procedures, the school has a duty of care to pupils, staff and the wider community. Please ensure you familiarise yourself and your child/children with the following information.

### **Emergency Closure before the start of school**

If it is decided to close the school before the start of the school day (e.g. in the event of severe weather conditions), we will notify you in the following ways:

- Via text message on your mobile phone (with as much notice as possible)
- Via email
- Via the school's website <http://www.edwardpeake.beds.sch.uk>
- Via the school's social media platform on Twitter @Edward Peake
- Via the Central Bedfordshire Council website using their 'State of Schools' (SOS) system: <https://www.centralbedfordshire.gov.uk/webApps/SOS/>. Parents can sign up for email alerts from the Schools Opening Status (SOS) system about the status of the school during bad weather conditions (i.e. open or closed). The SOS system also shows the status of the school transport routes, if the buses will be running or not on a particular route. It also has the ability to provide highways reports on the state of the roads. All these will be updated live on the website and email alerts will be sent to notify everyone who has registered. To sign up for this service, parents should visit the website below and register. The use of the SOS system will be in addition to the measures mentioned earlier. Information about Central Bedfordshire bus provision can be found on the Central Bedfordshire website: <http://www.centralbedfordshire.gov.uk>
- Via the local radio stations, BBC Three Counties (95.5 or 103.8 FM/[www.bbc.co.uk/threecounties](http://www.bbc.co.uk/threecounties)) Chiltern Radio or Heart Radio

### **Emergency Closure during school hours**

With regard to emergency closure during the school day (e.g. due to severe weather conditions, issues related to vital services, water shortage, flooding, heating failure, power failure, etc), parents/carers will be contacted via text message and email.

Please make sure that you return the severe weather arrangements form with your requests/wishes for your child/children if we have to close the school during the day. We have provided an extra copy of the form so you can keep a record too. Full information regarding closure during the school day will be uploaded to our school website and social media platform.



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## **Up to date information**

School text messages and emails will be sent to the mobile phone number and email of the person who is the highest priority emergency contact the school holds and who has parental responsibility for the child. Please ensure that mobile phone numbers and email addresses held by the school are correct.

A google form has been sent to all parents/carers regarding severe weather arrangements. Please complete this form by 29 November 2021.

Thank you for your continued support of Edward Peake Middle School.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Z Linington'.

Miss Z J Linington

Headteacher

