

IMPORTANT PARENT/GUARDIAN/PUPIL INFORMATION

EMERGENCY SCHOOL CLOSURE NOTIFICATION PROCEDURE FOR FLINTSHIRE SCHOOLS

Parents/guardians and pupils who are able to access the internet from home.

Flintshire County Council has reviewed the current procedure for notifying parents/guardians and pupils when schools need to close at short notice due to adverse weather conditions or other emergencies, such as a gas leak etc. A new procedure has been developed to enable head teachers or nominated back up staff to enter emergency/unplanned school closure details directly onto the Flintshire Website at their earliest convenience via internet access.

The reason for this change of procedure is to ensure speed and accuracy of information, by having all emergency school closure notices in the one place. Parents etc. can then check the one source for all schools closed, especially where siblings are attending different schools. **(Please note schools may still use their own method also for supplying closure information i.e. School Website, Schools Call Voice mail service etc.)**

In order to find the Flintshire County Council webpage in times of severe weather emergencies etc. that could affect schools opening, please visit the website Home page www.flintshire.gov.uk. This will have 'Emergency School Closure Alerts' section at the top right of the page. By clicking on this will direct you straight to the webpage with the full information details entered by the head teacher or the nominated back up staff. www.flintshire.gov.uk/schoolclosures

Next to each school click on the small icons to expand and minimise the additional information.

This new procedure will also automatically update the Councils Twitter feed @flintshirecc (<http://www.twitter.com/flintshirecc>) to help provide another channel for notification of school closures.

Please Note: At **5.00PM** each day the information on the school closure website page will be deleted automatically. Head teachers from **5.30PM** onwards, can then enter the next day's information regarding closure, if known in advance. Otherwise any new closure information will be entered early the following morning.

Parents/guardians and pupils who are unable to access the internet at home.

a) Local radio stations will be advised to check the Flintshire web site for the latest list of school closures and then they can broadcast the information accordingly. So those parents without internet access should listen to Radio Wales or Heart FM to find out the latest information.

b) For the Flintshire schools that have signed up to use Schools Call voice message facility, parents/guardians and pupils can phone the contact number supplied by Schools Call for the school, in order to listen to the message recorded by the school.

c) Or alternatively refer to schools own procedures for notifying parents without internet access.

School Transport – Bad Weather

If your child/children are entitled to Free School Transport please refer to the School Transport webpage for information regarding bad weather conditions. Please visit www.flintshire.gov.uk/schooltransport or phone Flintshire's School Transport Team on 01352 702511/704543.

For more information or help regarding the above, please contact Flintshire County Council's Directorate Improvement Unit on 01352 704261.