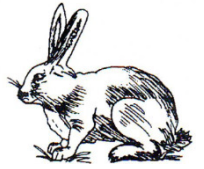


Harefield Junior School



Thinking Together We Achieve

Park Lane, Harefield, Middlesex. UB9 6BJ

Tel: 01895 824447 Fax: 01895 824098

Email: office@harefieldjunior.org.uk www.harefield-jun.hillingdon.sch.uk

Executive Head Teacher: Mrs B Lloyd, B.Ed. (Hons) M.A NPQH

31st January, 2019

Dear Parents/Carers,

We have come to the time of year where the Met Office is predicting heavy snow and ice. Due to this we would like to inform you of how we communicate with parents/carers if there is a need to close the school. Harefield Junior School takes Health and Safety very seriously. The Senior Leadership Team have plans in place to assess what impact the weather will have on the school site as well as the travel to and from school on the days when severe snow has been forecast.

If there is no public transport on days with severe snow and ice then the school will have to be closed due to the impact on staff and pupils being able to get to school safely. Should a decision be made to close the school, a text message will be sent out as early as possible and it will also be posted on the 'Home' (front) page of the school website. www.harefield-jun.hillingdon.sch.uk

Please make sure that your contact details are updated with the School Office so that you receive any messages that are sent out.

Yours sincerely,

Mrs H Taylor
Deputy Head Teacher