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**Geraint Wyn Parry**  
Headteacher

GP/HH

30 January 2019

Dear Parents/Guardians

### **Procedures during Inclement Weather**

There are occasions when it becomes necessary to send pupils home due to inclement weather conditions.

Pupils who travel to school by bus are sent home early when the transport department informs the School that to ensure safety, buses must be sent out early.

When this occurs, pupils who travel on the buses are called to the Hall. Before they are allowed to depart, pupils are asked to inform staff if there are any difficulties i.e. issues with transport from the bus drop off point or no one at home. Arrangements are made for them to contact parents either by using their mobile phone or from the school office.

The decision to allow pupils who walk to School to return home early is taken if staffing levels are reduced due to the need for staff who live in areas adversely affected by the weather to leave for home early. Again, before being allowed to leave, pupils are asked to confirm that they are able to return home safely. Pupils who cannot return home because there is no one to look after them are told to stay in the School Hall where they will be supervised until the end of the school day. They also have access to phones if they wish to contact parents.

The school will contact parents by text message and e-mail if it is necessary to send pupils home. This will be done using the current e-mail and/or mobile phone number we currently hold at school for your child. **Please ensure that you have contacted the school with any changes to phone numbers or e-mail addresses.**

It would be appreciated if you could discuss with your child what action you wish them to take if the School is required to send pupils home early. You may want them to return home even if there is no one there if they have a means of gaining access to the house or you may want them to go to a grandparent's or neighbour's home or your workplace, or indeed stay in School until the normal end of the school day. You may of course want them to phone you for directions. Obviously if they usually travel from School by bus and choose to stay on rather than leave early, parents will need to arrange to collect them.

You can of course phone the School if you want to pass a message to your child.

If the School closes early and you are uncertain as to whether it will be open the following day, please tune in to Heart FM or Radio Cymru. They will be informed if the School is closed. Alternatively you can of course phone the school or access any information on the school website [www.ysgolbrynhyfryd.com](http://www.ysgolbrynhyfryd.com) or Denbighshire County Council website.

Yours sincerely



**Geraint W Parry**  
Headteacher

