



IMPORTANT PARENT/CARER/PUPIL INFORMATION



EMERGENCY SCHOOL CLOSURE NOTIFICATION PROCEDURE

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

Flintshire County Council reviewed the procedure for notifying parents/carers and pupils when schools need to close at short notice due to adverse weather conditions or other emergencies. This procedure enables 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. This ensures 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. A link 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

NB This will also automatically update the Council's Twitter to help provide another channel for notification of school closures.

www.twitter.com/flintshirecc

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

- a) Local radio stations are advised to check the Flintshire web site for the latest information and they can then broadcast it accordingly. So those without internet access should listen to Radio Wales or Heart FM to find out the latest information.
- b) Or alternatively refer to schools own procedures for notifying parents without internet access.

Email notification to parents/carers/pupils

Flintshire County Council has set up additional assistance to parents/carers/pupils who may wish to be notified by email of any school closures as soon as they are logged by the school on the Flintshire County Council website. To receive school closure email notification you will need to register your details and which schools you wish to be notified of on:-

www.flintshire.gov.uk/schoolclosuresregistration

At the end of each school year an email containing a link will be sent to all parents/carers etc who have registered to ask if wish to remain registered to receive emails for the following school year for the same schools. All parents/carers who do not respond via the link (by the confirmed date) will have their details automatically removed.

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.

Please note

Due to both Ysgol Maes y Felin and Ysgol Trefynnnon being on the same site, if for any reason either school is closed, both schools will close.