



**HARLESTON SANCROFT**  
ACADEMY

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 Diocese of Norwich  
St Benet's  
Multi Academy Trust

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December 2022

Dear Parents/Carers,

I am writing to remind you of the school procedures concerning closing the school due to extreme weather. Governors and the County Council expect the school to stay open and operate as normal, at all times including during severe weather.

When deciding to close the school, I will consider the following factors:

- Local conditions
- Health and safety issues in light of the local conditions
- Availability of staff

If, based on the above information, I have decided to close the school, I will follow the County Council procedures. This means informing them that the school is closed, together with a brief explanation as to the closure. This information then appears on the Norfolk website (<http://www.schoolclosures.norfolk.gov.uk>).

I will also post the closure news on the school website (<https://www.sancroft.stbenets.org/parents/school-closure/>) and our twitter account @SancroftAcademy

As we enter the snow season, and the prospect of poor weather, I advise you to listen to the local radio and keep an eye on the school and the County Council websites.

If adverse weather affects any examination period, we will make every effort to open for this purpose, even if the school as a whole remains closed. Information regarding examination procedures in the event of closure will be on the school website. If you are in any doubt, please contact the school office.

Yours faithfully

Rob Connelly  
**Headteacher**

