



THE **BOURNE** ACADEMY

31 January 2019

Dear Parents/Carers

Severe Weather/Snow Arrangements

We are not expecting to close, I am writing to let you know about the procedures the Academy would follow in the event of severe and potentially hazardous weather affecting the running of the school, e.g. heavy snow.

A decision about whether the school will open in the mornings will be taken by the Principal, Leadership Team and Facilities Team. This will be done early in the morning, usually by 07:00. If the decision taken is that the school will close during the school day, an email will be sent to all parents/carers and staff to notify them that this is the case.

This message will also be put on the front page of the school website and we will also endeavour to notify local radio channels (Wave 105 and Heart FM) so that they can broadcast the information. The website will be updated on a regular basis, and we will also inform you by email of any significant developments.

Kind regards,

Mr Avoth
Principal

Principal: Mr Mark Avoth

The Bourne Academy, Hadow Road, Bournemouth, BH10 5HS | Tel. 01202 528554 | admin@thebourneacademy.com

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