



**Dawn Lynch**  
Depute Rector  
Inverurie Academy  
Jackson Street  
Inverurie AB51 3PX  
Tel. 01467 621655  
Fax 01467 624425  
inverurie.aca@aberdeenshire.gov.uk

Monday 20<sup>th</sup> November 2017

Dear Parent/Carer,

**RE: Adverse Weather Procedures**

As the winter approaches, I thought that it might be helpful to remind you of our Adverse Weather procedures. Detailed information has already been issued to the parents/carers of students who use school transport and those who travel some distance to get to school. If you need this but have not yet received it, please telephone the school office to request a copy.

The school receives a detailed daily weather forecast which gives advance notice of any increased risk of severe weather. Should there be any risk to pupil safety, consideration may need to be given as to whether the school is able to open to some or all students. Any changes to the schools' ability to be open or to school transport operations will be announced as soon as possible via the school closure website and via the telephone information line.

The school closure website is: <https://online.aberdeenshire.gov.uk/Apps/schools-closures/>

The school information line has a **new** telephone number. This is 0370 054 4999, and the PIN number for our school is 021060. We recommend checking the website or phone line regularly during periods of unsettled weather. Automatic notification of new posts can be requested by creating an account here: <https://www.aberdeenshire.gov.uk/my/>.

Should there be a need to (fully or partially) close the school early, you will be notified via text message and/or telephone call. Information will also be posted on the closure website and school information line. Please be assured that any decision to close the school will only be taken in extreme circumstances, and that as much notice as is possible will be given.

All students who travel to school via school transport or who do not live within our immediate catchment area have been involved in an emergency closure drill and so are aware of what to expect in these circumstances. It is very important that there is no unnecessary delay should the school need to close, and so please do not hesitate to ask us sooner rather than later if there is any uncertainty over the process outlined above.

In the unlikely event that the school is closed or that transport is not running, students should continue their studies at home through homework tasks, revision tasks, or work available online. It is unusual that adverse weather impacts on our ability to operate, however it is important that we have clear procedures in place to support students and families for the rare occasion that this does become a factor.

Yours sincerely,

Ms D Lynch  
Depute Rector