

Date as postmark

Dear Parent/Carer,

Information Regarding College Closures

As the winter weather is fast approaching I would like to clarify the procedures to follow in the case of college closure due to adverse weather conditions.

Please tune in to BBC Radio Newcastle on 95.4FM, 1458AM and DAB

A message will be broadcast on this station at the following times:

6.45 am

7.15 am

7.45am

8.15 am

8.45 am

Clear information will be given on BBC Radio Newcastle for each day that weather conditions may affect our ability to open for students and staff. In the event that 50 or more school/colleges are closed the radio station will not broadcast them individually, they will instead direct you to their website.

We will also contact parents/carers via the text messaging service where mobile numbers are available.

I have also included for your information our Health and Safety Leaflet which is given out to all students. This is also available on The Durham Federation website. **Please note that students should not be on the premises before 8.30am.**

Many thanks in advance for your co-operation,

H. Cardwell
Director