



ALL SAINTS SCHOOL LIMITED  
School Road, Lessingham, Norwich, Norfolk  
NR12 0DJ  
01692 582083  
[www.allsaintslessingham.co.uk](http://www.allsaintslessingham.co.uk)  
E-mail: [office@allsaintslessingham.co.uk](mailto:office@allsaintslessingham.co.uk)  
(All Saints School Lessingham Limited)



Directors: Mrs J Gardiner and Mrs R Smith  
Head Teacher: Mr P Wright

### **Emergency School Closure Procedure – Winter 2017-18**

In the event of a heavy snowfall, please use the following procedure to find out if the school will be open or not.

Wherever possible we will do our utmost to keep the school open. However, if there is a possibility that staff cannot get to school due to heavy snowfall overnight, the following procedure will apply.

I will inform the Emergency Contacts listed below by 7am if the school is to be closed due to the weather conditions.

Parents / carers of children who come to school by the school minibus should contact their driver on the mobile numbers below.

Parents / carers of all other children should telephone one of the contact numbers below after 7.30am.

The information will also be put on our website.

<b>Junior School</b>	<b>Mrs Thirst</b>	<b>01692 650865 / 07836 744844</b>	<b>Juniors / Year 7/8</b>
<b>Senior School</b>	<b>Mrs Dann</b>	<b>07828 926380</b>	<b>Yr 9</b>
	<b>Mrs Senior</b>	<b>01692 580202 / 07798 556961</b>	<b>Yr 10/11</b>
<b>Great Yarmouth Bus</b>	<b>Mr Davies</b>	<b>07776 261713</b>	
<b>North Walsham Bus</b>	<b>Mrs Ward</b>		<b>Monday - Wednesday</b>
	<b>Mrs Smith</b>	<b>01692 580056</b>	<b>Thursday - Friday</b>

I will have a message broadcast on BBC Radio Norfolk (online or tune in on: 95.1 FM, 95.6 FM, 104.4 FM, 855 AM, 873 AM or DAB) or visit [www.news.bbc.co.uk](http://www.news.bbc.co.uk)

If snow falls during the day we would hope to remain open until 3:15pm. If other agencies advise early closure, we will contact all parents to collect their children.

At the end of November all relevant information will be found on the website.

Yours sincerely,

Mr P. Wright

Head Teacher