



Dear Parents/Carers,

Here is a reminder for you of procedures in the event of closure.

The decision to close the Academy lies with the Head Teacher. I have to weigh up the potential problems and dangers involved in opening the Academy in these circumstances. I will always try to open if at all possible. The following considerations need to be made –

Is the Academy accessible for parents and children?

Will I have enough staff to ensure a safe environment for children to learn?

Can we provide lunch?

If I decide that we cannot open, this is the course of action I will take

- 1) Place a message on the front page of the Academy website and Twitter feed, and keep it updated.

www.eastersideacademy.co.uk

[@easterside_a](https://twitter.com/easterside_a)

- 2) Send a push notification via the Academy APP.
- 3) Place a notice on the entrance of the school gates.

4) Inform Middlesbrough Borough Council

The Council will send an automated email to the Press Office, Catering Team, School Transport and the Buildings Management Team. **This will ensure that all services are notified promptly of school closures and that the Council website and local radio stations are updated straight away.**

Parents can also see live updates on Twitter if they follow [@easterside_a](https://twitter.com/easterside_a) - and send out regular push notifications on the Easterside APP.

N.B.-We will **not** communicate through Facebook.

Please note pupils 'Project Homework' for the half term is on the school website at the bottom of the 'Homework' page, so that children can access learning from home.

I hope that we do not have to close, but in the event that we do, please keep this letter in a safe place and refer to it.
Thank you.

D. Linacre
Head Teacher

