



# Ark St Alban's Academy

03 November 2017

Dear Parent/Carer,

## **Emergency Closure Procedures**

In preparation for the winter months please see below a reminder of the procedure for Emergency Closures of Ark St Alban's Academy:

- A text message will be sent to the parent/carers mobile phone number held by the academy. Please make sure that the school has your latest mobile number at all times
- The school website will be updated immediately any decisions are made [www.stalbansacademy.org](http://www.stalbansacademy.org)
- Only one radio station will carry the information "BRMB" so please check their radio station or website <http://www.freeradio.co.uk/search?q=schoolclosures&region=birmingham>
- Birmingham City Council School Closures website will be updated [www.birmingham.gov.uk](http://www.birmingham.gov.uk)

I hope this makes the process clear but should you have any queries then please contact the academy.

Yours sincerely,

Mark Dalton  
**Acting Principal**  
Ark St Alban's Academy

