



Dear Parents/Carers



**Headteacher: Mrs Diane Frainer**

Hertfordshire County Council

**YORK ROAD NURSERY SCHOOL,**

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### **Parent Registration Severe Weather and Public Emergency Plan for School**

Hertfordshire County Council have introduced a system where by Parents can be notified electronically of their child's school has to close in an emergency or due to severe weather. Please read the instructions carefully below to help you register:

York Road Nursery School messages sent to and be received by parents / guardians who: -  
**Sign up to the Schools Closure Notification System by SMS and email.**

**To sign up**, you will need to follow **the link:** [member.everbridge.net/index/892807736725489](http://member.everbridge.net/index/892807736725489)

This link will direct you to the "**Sign Up**" page where you should click on the "sign up" button located at the top right hand side of the page on the grey strip and from there follow the instructions. It should take no more than 5 minutes to register and you can edit the information at any time should you change mobile number or email address.

Each contact within the system can have 2 devices added for each communication type if you wish, this means that in addition to adding you own mobile number and email address, you could include the mobile number and email address of for example, a partner or a grandparent in the registration process. They too would then receive any messages in relation to the school's closure. Alternatively, interested parties could register themselves separately.

If you have children at more than one school you can register for those schools too in a single registration process by selecting all schools you have children at.

Once signed up you will receive messages relating to the status of your child's school immediately.

#### **Bad weather procedures**

In the event of extremely bad weather, if you have registered as per instruction above you will receive a communication immediately. If you do not have a computer/mobile or have chosen not to register can we suggest you link with a friend who could keep you posted.

If there is snowfall this winter, there is a high chance we will be open but with a basic skeleton staff. Our staff are very aware that many parents rely on the nursery/Yorkies being open to support them with their personal situations. However, please do not feel you have to come out in poor conditions just because we are open, stay at home and play in the snow and then go back in to warm up! If your child does come to school it is very likely they will be outside playing in the snow so waterproof footwear and clothing would be needed, together with a change of clothes.

**Yorkies** – If poor weather conditions are starting could you please try to leave early to pick up your children.

**Please Note:** This additional notification system is for use in Emergency only, and does **NOT** replace SchoolComms our school/parent usual communication tool.

Yours sincerely,

Mrs Diane Frainer  
Headteacher

