

Dear Parents and Carers,

## **How We Will Contact You if the School Needs to Close**

At Cambian Wisbech School, the safety and wellbeing of our pupils and staff is always our top priority. With recent changes in the weather, I would like to reassure you that we have clear procedures in place should we ever need to close the school unexpectedly. Our aim is always to remain open wherever possible, but on rare occasions circumstances may require us to act quickly.

To help everyone stay informed, here is an overview of how we will communicate with you:

### **If the school needs to close *before* the start of the day:**

- We will call all parents and carers by 7:30 am.
- A notice will be added to our school website:  
[Cambian Wisbech School | SEMH Schools | Cambian Education](#)
- The closure will also be listed on the following official sites:
  - Norfolk School Closure Website: [www.schoolclosures.norfolk.gov.uk](#)
  - Cambridgeshire School Closures: [School closures | Cambridgeshire County Council](#)

### **If the school needs to close *during* the school day:**

- We will call all parents and send an email with full details.
- A notice will be posted on our website.
- Any parents or carers who have not arrived to collect their child will be contacted individually.

We hope these measures will not be needed; however, it is important that everyone knows what to expect should an emergency arise. Thank you for your continued support and for helping us keep all pupils safe.