

17<sup>th</sup> November 2020

Dear Parent/Carer,

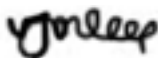
## Emergency Closure Procedures

In preparation for the winter months please see below a reminder of the procedure for Emergency Closures of Ark Victoria Academy. There is no arrangement in place which would result in all academies in Birmingham closing automatically once Birmingham City Council decides to close all of its maintained schools. Whilst it is anticipated that most academies will co-ordinate their decision making and take the same approach as Birmingham City Council please make sure you follow Ark Victoria Academy's procedure below:

- 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.arkvictoria.org](http://www.arkvictoria.org)
- Only one radio station will carry the information "FREE RADIO" 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,



Ms Ela McSorley  
**Principal All-Through**

Mrs Victoria Twort  
**Primary Headteacher**