



MERCHANT TAYLORS'  
School

June 2023

Dear Parents,

**SCHOOL CLOSURE IN THE EVENT OF BAD WEATHER / AN EMERGENCY**

**If we have to close the school during a school day, we will attempt the following:**

Post a notice on the School website  
Send a text message to every parent who has supplied us with details  
Make school telephones available for the boys to contact their parents  
Keep the boys at school until they can either be collected or make their own way home  
Have staff on site to look after any boys who are in school  
Allow parents to contact the school on the usual numbers

**If we have to close the school overnight or before the start of a school day, we will attempt the following:**

Post a notice on the School website  
Send a text message to every parent who has supplied us with details  
Have staff on site to look after any boys who arrive at school - in such cases, we will keep any boys at school until they can either be collected or make their way home  
Most parents have already given us their mobile telephone numbers. However, if your number has changed or you wish to register with us, please e-mail the school on [info@mtsn.org.uk](mailto:info@mtsn.org.uk).

Yours sincerely,

Dr A R H Clarke

Deputy Head (Information Systems)