



Watford Field School

Infant & Nursery

February 2018

Dear Parent / Carers

Firstly I would like to say thank you to all of for your patience while we have been dealing with the closure of the school at the beginning of the week. We only close the school as a last resort and the safety of the children and staff is always our priority.

In the event that we do need to make the decision to close the school, it's vital that we can communicate this to parents. Please help us to do this in the following ways:

Text: Messages are sent via School Comms and we are limited to 160 characters so cannot include any details. Please do not reply to messages as they are not monitored.

Email: We send full details of any school closure together with any updates to the email address that the weekly newsletter is sent to. Please provide at least one email address that we can use, and if it changes please let us know.

School Website: School closures will be on the front page – however you will need to check the full site from a PC or tablet browser as the mobile site may not show this information.

Facebook: We do try to share updates on the FOFI page (search for Friends of Field Infants).

School Gateway: This is a free app for your phone that we use to send updates. Around three quarters of parents are not using the School Gateway app at present. Please note that if you have not downloaded the School Gateway app from the app store onto your phone or tablet you won't receive messages from school in this way.

Everbridge: This is a notification system that is mainly used for severe weather arrangements (e.g. snow) – you will receive a text message to let you know if school is open or closed. You need to register online at <https://member.everbridge.net/index/892807736725489#/login> (or go to hertfordshire.gov.uk and search for 'School Closures' <https://www.hertfordshire.gov.uk/about-the-council/news/weather-warnings.aspx>)

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