

Sunday 20th November

Dear Parent/ Carer,

We have today been informed that there is a problem with the school central heating system. We have communicated with the Education Authority Emergency Maintenance team who have informed us that they will be sending a specialist contractor first thing on Monday morning. Based on the information that we have; they expect the repair to be a simple one and for the heating to become operational again on Monday morning.

Clearly, if they are not able to get the heating working, then we will have to take the decision to close the school, until all necessary repairs are made.

I wanted to let you know about that this evening, so that you can be prepared in case of a potential school closure on Monday 21st.

At this stage, please plan to come to school as normal on Monday morning. If there is any change to this, I will communicate with you through the West Winds App/ SMS text Message/ SeeSaw. This may be before the school day on Monday, or early on in the school day, depending on when the contractors reach us and when they are able to diagnose the problem and solution.

Please do not contact the school office on Monday morning to enquire if school is open – if you have not heard from us early on Monday morning, assume that it is.

Once I get a definitive answer from the contractors in the morning, I will update you as soon as I can.

Thanks
Mr Manogue