



26<sup>th</sup> February 2018

Dear Parent/Carer,

**Poor weather this week**

You will no doubt be aware of the impending poor weather this week. Although the national picture looks bleak, the current forecast for the West Bromwich area indicates a 'yellow status'. This suggests that there will be some snow later on Tuesday, but not as much as other parts of the country. At present, we do not expect to close the Academy. This half term is critical for all young people doing external exams this Summer and they cannot afford to lose any teaching time.

If, however, the weather does deteriorate to the extent that we do have to close, then normal closure procedures will be followed. Parents/Carers will be informed through the text service and notifications will be placed on the Academy website, Facebook and Twitter.

If you do not see or receive any of these notifications, then please assume that the Academy is open as normal. Please could I request that you do not telephone the Academy to see if we are open as this ties up all of our phone lines.

**ICT – Student email addresses**

During the coming weeks, we will issue all students with an Academy email address. Having this email address will entitle students to access a free, online version of MS Office 365 for them to use on their computer. In order to access MS Office 365, please follow the instructions below:

1. Go to [www.georgesalter.com](http://www.georgesalter.com) and select the email link at the top of the page
2. Login using the details that have been issued to students
3. Click on the red Office 365 Portal button
4. Select the program you wish to use.

Finally, as we start this half term, a reminder that we will be implementing the new behaviour policy that was outlined to you in Mr McInerney's letter at the end of last term. A copy of this can be found on our website.

Yours sincerely,

Mr P. Patel  
Principal.