

Signing up for Severe Weather Warnings and/or Cold Weather and Heatwave Alerts

This document contains the key information on how to sign up and who should sign up for the following warnings / alert services:

1. [Severe Weather Warnings](#)
2. [Cold Weather / Heatwave Alerts](#)

Please note these are separate warning / alert services provided by the Met Office and should you need to receive both you will have to sign up for both separately using the methods described below.

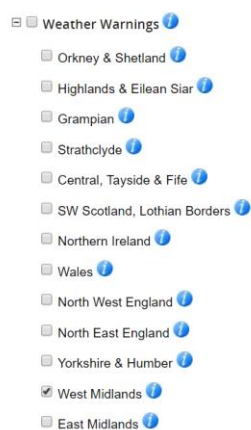
CSW Resilience will not send Severe Weather Warnings or Cold Weather / Heatwave Alerts after the 31st October 2018.

Met Office Severe Weather Warnings

Includes warnings for snow, ice and rain along with other weather hazards.

How to sign up:

- To register please follow this link:
<https://service.govdelivery.com/accounts/UKMETOFFICE/subscriber/new>
- Once you have confirmed your email address you will be taken to the following screen where you should tick to receive Weather Warnings for the West Midlands region and then submit your request.



- Additional information on the warning service is available here:
<https://www.metoffice.gov.uk/about-us/guide-to-emails>

Who should sign up:

Heads of Service, managers and/or nominated persons should sign up in the following cases:

- If you are responsible for business continuity arrangements for your service
- If you, your service or organisation benefit from the receipt of Severe Weather Warnings from CSW currently
- If Severe Weather will likely impact on the ability of your service to achieve its objectives or potentially impact staff welfare.

Met Office Cold Weather and Heat Wave Alerts

These Alerts are provided to inform professionals of the level of risk to human health from cold weather / heatwaves, triggering action to be taken to reduce the harmful effects and excess deaths associated with cold weather or heatwaves.

How to sign up:

- Please email enquiries@metoffice.gov.uk and request cold weather and heat health alerts to your email address. ([click here for example text](#)).
- When sending the email to the Met Office please also Bcc thomas.allen@solihull.gov.uk so uptake can be monitored.
- You should receive a confirmation email; usually within a few hours ([click here for an example of the confirmation email](#)). Please note it may take up to 7 days for the Met Office to upload you onto the system.

Who should sign up:

Heads of Service, managers and/or nominated persons from the following services / groups and organisations should register:

- People Group
 - Public Health and Strategic Commissioning
 - Social Care and support
 - Early Intervention / Safeguarding / learning & Achievement
- Comms Team
- Voluntary Organisation who have previously received their Alerts from CSW

All of these services described have roles and responsibilities outlined in the Warwickshire Cold Weather / Heatwave Plan.

If you are not listed above but your service or organisation has also previously benefited from the alerts you should also sign up directly with the Met Office to receive the alerts.

The existing mailing lists will still be used and updated for the circulation of Cold Weather / Heatwave plans and other relevant material. It will not be used for the sending of alerts.

The advantages of the self-registration method are:

- This will allow warning/alert recipients to take greater control over the information they receive with a simple sign-up process.
- It will ensure recipients get the latest severe weather, cold weather and heatwave information as soon as it is released by the source.
- It increases the resilience of the cascade network as even if the CSW Duty Officer is dealing with another emergency the alert will not be delayed.

If you encounter any issues or have any questions please contact Tom Allen at thomas.allen@solihull.gov.uk

Please register yourself as soon as possible,

Thank you.

CSW Resilience Team

Example text for requesting Cold Weather and Heatwave Alerts

Subject:

Request for Cold Weather Alerts and Heat Wave / Heat Health Alerts

Main Body:

Dear Met Office,

Please may I register this email address to receive Cold Weather Alerts and Heat Wave/ Heat Health Watch Alerts.

Many thanks,

Kind regards,

[INSERT NAME/YOUR EMAIL FOOTER]

Example confirmation email from Met Office.

Met Office: CS0011374 - Request for Cold Weather Alerts and Heat Wave / Heat Health Alerts

enquiries@metoffice.gov.uk

Sent: Wed 10/10/2018 16:12

To: Allen, Thomas (Public Health and Commissioning Directorate)

Dear Thomas,

Thank you for your email in connection with Weather alerts - request to be added to circulation list.

Please note that distribution changes are made once a week and therefore you may not receive alerts immediately following receipt of this confirmation message.

Cold Weather Alerts Service runs from 1st November to 31st March.

Hot Weather Alerts Service runs from 1st June to 15th September.

For further details please see links below:

<http://www.metoffice.gov.uk/services/public/health/health-services/cold-health>

<http://www.metoffice.gov.uk/health/professionals/hot-weather-alerts>

Kind regards,

Tim

Weather Desk Advisor