



Invacuation Overview

Policy Reviewed:	September 2023
Next Review:	September 2024

Lockdown

As part of our commitment to safeguarding pupils, visitors and staff it is a requirement that we have a plan for what to do in the event of an external or internal incident which could be a threat.

As a result we have developed a Lockdown Procedure which can be activated in response to a number of scenarios. The list below gives some examples but is not a full list of all situations:

- an incident or disturbance in the local area
- an intruder on site with the potential to cause harm to others
- a risk of local air pollution, e.g. smoke plume, gas cloud etc.
- a major fire in the vicinity of the school
- a dangerous animal in close proximity

In order to warn of these dangers, we will use an alarm signal. At this point any pupils, staff or visitors who are outside will enter the school by the nearest entrance and the school buildings will be 'locked down' by staff.

Should a genuine incident occur which gives us cause to initiate a lockdown, we would inform the Emergency Services immediately. We would notify parents by text at the earliest opportunity. Please do not try to contact the school during a lockdown as telephones will need to be kept free for communication with the emergency services. Please do not attempt to come to the school site until we text again to say it is safe to do so.

Our procedures aim to minimise disruption whilst ensuring the safety of all pupils, staff and visitors. Pupils have heard the signal and discussions have taken place in class about what to do upon hearing the alarm. We will also practise a number of 'drills' so that all pupils know what to expect and what to do. This will be similar to the fire drills which we already practise on a regular basis.