

30<sup>th</sup> June 2017

Dear Parent/Carer/Student

### Academy Lockdown Policy

We live in challenging times and recent events, such as the terrorist attacks in London and Manchester have all had an impact on us.

As an academy with responsibility for the health, safety and welfare of young people in our care, we constantly need to renew our policies and procedures. We are also part of a wider network of schools through the Ormiston Academies Trust (OAT). Together with OAT, we have therefore been working on academy policies to strengthen procedures already in place.

As a result, a new policy and procedure that we will be introducing is that of an academy wide lockdown. This policy will help us to deal with issues such as:

- A reported incident or civil disturbance in the local community which potentially poses a risk to the academy community.
- A dangerous individual in the locality.
- An intruder on the academy site with the potential to pose a risk to students, staff and visitors.
- A warning being received regarding a local risk of air pollution (e.g. smoke plume, gas cloud).
- A major fire in the vicinity of the academy.
- Serious accident on-site requiring good access for emergency services.

Please do not be alarmed. These things do not normally happen but we do need to be prepared for such eventualities. We have learnt from recent events that being prepared is essential. We will be discussing this with students and we will be practicing locking down our site.

On Monday 3<sup>rd</sup> July during period 6 we will trial our emergency procedures via a mock incident. All children and adults will be advised in advance of our procedures and expectations. We will review the trial and the lessons we learn to really sharpen our practices, in a similar fashion to the way we conduct our fire drills.

Should you have any concerns regarding this, please do not hesitate to contact me.

Yours faithfully



Andrew Burns  
Principal

