Adlington Primary School

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Headteacher: Mrs S. Swinson

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Security Lockdown Procedures

Dear Families,

At Adlington Primary School, we take safeguarding and the safety of your child very seriously.

It's important that we put procedures in place and plan even for those events that are very unlikely to occur. As part of this, we have recently reviewed our safety procedures, including our Lockdown Policy.

I'm writing to let you know that we'll be practising this procedure on Friday 24th May.

What is a security lockdown and when would it happen?

A security lockdown procedure is a standard health and safety procedure, similar to a fire drill.

A lockdown procedure would be used if the need ever arises when children are outside to get them inside for safety as soon as possible, or if the children are inside and need to remain in the classroom. It may be that a danger is spotted by staff on duty, or instructions are received from an outside emergency service. The lockdown procedure in school is supported by guidance issued on the government website

Situations where it may be appropriate for our security lockdown procedure to be used:

- A potentially dangerous person or animal on the school site
- A disturbance or dangerous situation in the local community that could affect the school
- A nearby chemical incident or other risk of air pollution

About our upcoming security lockdown drill

A lockdown may be deemed the most appropriate action where an external or internal danger poses a significant threat to both staff and pupils. In the event of a lockdown, staff and pupils would be expected to stay in a designated safe area inside until advised otherwise by the emergency services. The additional step of lockdown of the buildings/grounds aims to help prevent an intruder or violent individual from causing harm. All entrances to the school will be secured to make every effort to prevent an intruder from entering the premises.

A lockdown practice will be carried out with the children at least 3 times a year in the same way as we have fire evacuation practices. In these instances a signal will be raised and all external doors will be locked. The children will be asked to remain quiet, in their classrooms, until the alarm stops. The lockdown alarm and procedure will, of course, be explained to each year group in an age-appropriate, reassuring way. We will explain this to the children by saying that, like the fire alarm, which lets us know that in order to be safe we need to be outside, the lockdown alarm lets us know that in order to stay safe we need to be inside. Like all schools, we hope that neither the fire, nor the lockdown alarms are ever needed but it is important that the children know what to do in an emergency.

I must emphasise that this is simply a drill, so that in the very unlikely event of such a situation in the future, our pupils and staff are fully prepared and can stay safe.

If you or your child have any concerns or questions, please do not hesitate to contact me.

Yours sincerely,

StephSwinson

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