

13 June 2024

Dear Parents and Carers

Safeguarding and the safety of your children is our priority. Like all schools, we have lockdown procedures in place for events that are highly unlikely to occur. Our security lockdown procedure would be used if there were a threat to the safety of our students, staff and others on the school premises, **and** it is safer for everyone to remain in school rather than evacuate. The aim would be to keep everyone on site safe by confining all to a secure place of safety.

In light of a number of high profile incidents that have occurred in schools over the last few months and a recent training event, led by Gloucestershire Constabulary and GCC, we reviewed and refreshed our procedures. As part of this review, I led assemblies to explain the need for these procedures to be clearly understood by all staff and students and to describe the actions that all would be required to follow should the school go into lockdown. The aim of these assemblies was to reassure rather than to cause alarm.

It is not common practice to share the details of a school's plan but, as a broad outline, our plans include:

- How students and staff would be notified that we are in lockdown
- Immediate action that would be taken by students and staff
- How we would make sure we can account for all students and staff
- How we would make sure all are safe and secure

In the event of a school lockdown, we would notify parents via email. Students would be told to switch off phones. Under no circumstances should parents come to school. We appreciate that parents would want to know as much as possible, but the threat could be outside the school buildings while staff and students are safe inside. If parents come to the school, they could be both putting themselves at risk and preventing emergency services getting to the school urgently. In addition, anything posted on social media, such as videos filmed inside or outside the school, could potentially increase the risk to all members of the school community.

During Term 6, we will have a practice run to ensure that our procedures work effectively, and make any adjustments that we deem necessary.

We hope you find it reassuring that the school has plans in place. If you or your child have any concerns or questions, please do not hesitate to contact me.

Best wishes



Hannah Khan
Headteacher