



OCKLYNGE JUNIOR SCHOOL

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South Downs Learning Trust

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Dear Parents/carers,

Lockdown Procedures

As part of our continued work on keeping students safe, next week in lessons we will be starting to talk to our children about how we deal with lockdown procedures. The school would go into lockdown if there was a risk to student safety due to either an environmental incident (such as a chemical leak or cloud) or an intruder on site.

As part of safeguarding routines, all schools and colleges are expected to have procedures in place for events such as these, even though they are thankfully rare occurrences. We wanted to inform you that your child will be spoken to about what they should do if the lockdown alarm sounds and that this may mean that they share with you their concerns about why we are doing this – especially for those who are prone to anxiety. I thank you in anticipation for your support with this.

In our messages to the children next week, we will tell them that our drill will be based around the premise of a chemical leak. We will tell them:

- where they need to go;
- what they need to do to be safe inside their classroom;
- how they will be expected to remain silent;
- how their teacher will report their safety to the School Office;
- how we will tell staff and students it is safe to continue with their day.

Once all students have been briefed and we are happy that we have widespread understanding, we will be undertaking a drill, much in the same way that we currently hold fire evacuation practices. These will then be rehearsed at intervals throughout the year to ensure everyone understands how to respond.

We thank you for your support and understanding with this and know that our children – as always – will respond positively and sensibly,

Yours sincerely,

Mrs S. Berhane
Assistant headteacher/Safeguarding lead



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