

May 2025

Dear Parents/Carers

### **Site Lockdowns and Invacuations**

Schools have a duty of care to provide a safe environment for all staff and learners. The safety of your children whilst they are in the care of our school is crucial. Critical incidents can happen at any time, in any place and we believe that preparing our children for these is essential.

A critical incident is defined as “An event or sequence of events affecting pupils and/or staff which creates significant personal distress to a level which potentially overwhelms normal responses, procedures and coping strategies and which is likely to have serious emotional and organisational consequences.”

In response to a critical incident, we may need to lockdown our site. There are many reasons this could be required, ranging from a loose dangerous dog, a disturbance in the local community, an environmental hazard to violence or an intruder onsite. The current national threat level from terrorism continues to be classified as substantial.

A site lockdown, or an invacuation is ‘the act of moving people to somewhere safe inside a building, when there is danger outside or in another part of the building.’

Though we believe that it is extremely unlikely to happen at George Eliot Academy we ensure that plans are in place to embed good practice across the site that keep us all safe, should there be an incident.

Part of our preparedness will involve practice drills so that pupils and staff know what to do when an incident happens and embedding a detailed plan so that staff are aware of roles and responsibilities.

On Wednesday 11<sup>th</sup> June we will be having a practice lockdown drill. Pupils have been informed of this. In advance of the drill pupils will spend an hour with their form tutor going through resources to support them in keeping themselves safe both inside and outside school.

In situations involving an attack we teach the principles of Run, Hide, Tell. This is advice that can also be applied to many places and situations outside of the school environment.

Key messages that we ensure we practice are:

- Staying calm
- Staying silent
- Following instructions straight away from teachers, staff or police
- Prioritising safety (for example not filming, taking photographs, phone calls, messages or social media as these are distractions from safety and they may create noise)
- Silencing all devices
- Treating drills like they are real incidents



**Principal:** Mrs H Zakary

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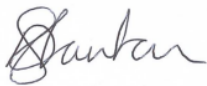
We want to reassure you that should a genuine site lockdown ever be required we will communicate with you at the earliest opportunity and as often as possible. It is important you know that we will ask you:

- To temporarily stay away from the school site to ensure access to any emergency vehicles.
- Not to contact the school to avoid the phone lines becoming jammed.

Our first priority will always be the safety of our school community on site and working with emergency services.

Should you need support with this or have any questions yourself, please contact your child's form tutor in the first instance.

Yours sincerely



Mrs D Stanton

Deputy Principal



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