



Buckler's Mead
ACADEMY

An Inspiring Education For All

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ML/DC

4 November 2024

Dear Parent/Carer

Enhancing Safety in Our School

At Buckler's Mead Academy, 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 unlikely to occur. As part of this, we practice a safety procedure called 'security lockdown'.

I'm writing to let you know that we will be practising this procedure on Thursday 14 November 2024.

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.

Our security lockdown procedure would be used when there is a threat to the safety of our students, staff and others in the school, and when it's safer for everyone to remain in school rather than to evacuate. The aim is to keep people safe by confining them to a secure place of safety.

Situations where our security lockdown procedure may be used include:

- 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
- An incident related to terrorism

What is our school's security lockdown procedure?

- Staff and students will be alerted that the school is in lockdown by intermittent rings of the school bell, or (if staff are unable to get to the bells) blasts of an air horn.
- Staff and students will move immediately inside to their own, or the nearest classroom
- Registers will be taken by class teachers to check that everyone is present
- All doors and windows will be closed, and blinds drawn
- Emergency services will be called

Instructions for parents and carers in the event of a security lockdown

- Parents and carers will be informed that the school is in lockdown via the school website, text or email.
- Parents and carers should not attempt to call or come to the school at this time, as this may hinder the school's efforts to contact and work with the emergency services.
- Parents and carers should not discuss the event on social media, as this may spread false information and create panic.
- Students will be instructed not to use mobile phones during a lockdown, so parents and carers should not be alarmed if your child doesn't answer their phone.

Headteacher: Mr M Lawrence BSc Hons.

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Midsomer Norton
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- If the lockdown continues beyond school hours, parents and carers will be informed about any changes to collection arrangements in this circumstance.

About our upcoming security lockdown drill

Prior to practising this procedure with students, staff will take time to talk to students about security lockdown procedures and explain why they're important. They will reassure students after the drill that they are safe, and will emphasise that practising procedures like this will make sure that the school remains a safe place to learn.

I must emphasise again that this is simply a drill, so that in the very unlikely event of such a situation in the future, our students 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 the main office via office@bucklersmeadacademy.com .

Yours sincerely



MR M LAWRENCE
Headteacher