



Kea Community Primary School

14 February 2020

Dear Parent/Carer

Lockdown Procedure – Kea C P School

I am writing to let you know that it is necessary for schools to put in place Lockdown Procedures to ensure the safety of children, staff and visitors in the very unlikely event of an external threat to the school.

We have drawn up a detailed plan at Kea School, which we will be discussing with the children, ahead of our Lockdown practice after half term. We will be explaining to the children that it is just like a fire practice, except that we stay inside. We have used the example of the possibility of a wild animal, a dog, or a person who should not be on our school site. Some of the older children may end up having a wider discussion, talking about some of the scenarios as seen on the news, but only if this is brought up by the children. We will take careful steps not to scare any children or to let them know about situations, which they are not already aware of.

If your child mentions the discussions to you, please re-assure them that it is just another example of how the school keeps them safe. There is nothing to be scared of and the teachers will remind them exactly what to do just before the alarm sounds after half term. The 'Lockdown' bell will be three short blasts of the normal end of lesson bell and all the children need to do is to listen to the instructions from the teacher. The 'All Clear' bell will be a long sounding of the same bell and then we can all carry on with our normal activities.

Lockdown Practice will become just like Fire Practice, and we know that the children cope extremely well with this as a normal part of our school routine.

Please do talk to your child's teacher if you have any particular concerns.

Yours sincerely

Mrs K Hunkin
Headteacher