

May 2022

Dear Parents and Carers,

The safety and security of our pupils and staff is a top priority for Violet Way Academy. We have a number of measures in place aimed at ensuring our school remains a safe place for our pupils to learn, including our fire drills and lockdown drill.

During a fire drill, pupils will evacuate the school according to the safety instructions that they are given. We ensure the children understand that, after the fire alarm has been raised, we will only re-enter the building once it has been safe to do so.

Lockdown procedures may be activated in response to any number of situations, but some of the more typical might be:

- A reported incident / civil disturbance in the local community that could pose a risk to pupils and staff in school
- An intruder on the school site that has potential to pose risk to the occupants
- A warning being received regarding a risk locally, of air pollution
- A major fire within the vicinity of the school
- The close proximity of a dog roaming loose

Before carrying out a lockdown drill, we would always explain to the children in age appropriate ways what was happening. We would explain that we were practising what we would do if a dog got onto the property, which would mean keeping everyone inside.

During a lockdown drill, pupils remain in the classroom, regular activity stops, all doors are secured, and the pupils remain inside the room until instructed by the safety authority figure to resume their regular activities. All exterior doors are locked as well, and no one is permitted to enter or leave the building. Pupils are kept inside the school and classrooms when circumstances make it safer to stay in the classroom rather than evacuate. We have had two fire drills this academic year and there will be a lockdown drill in the summer term.

We will take time after a fire drill or lockdown drill to remind them that it was only a practice and there was no danger. We practice these drills to ensure our school remains a safe place for teaching, learning, and having fun.

Kind regards,  
Mrs Kee