



All Saints'

Roman Catholic High School,
A Voluntary Academy

Headteacher: Mrs Francesca Lord BA(Hons), NPQH
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Dear Parents and Carers,

We are writing to inform you that the school will be carrying out a **planned lockdown drill** on **Wednesday 6th May**.

The purpose of this drill is to ensure that students and staff know what to do in the unlikely event that we needed to keep everyone safely inside the building. Practising these procedures is part of our wider safeguarding, health and safety responsibilities, in the same way that we practise fire drills.

Lockdown procedures form part of the school's safeguarding and health and safety duties, as set out in Department for Education guidance on school security and emergency planning.

During the drill:

- Students will hear an emergency broadcast via the telephone system, or three long blasts of an air horn if they are taking part in an outdoor PE lesson.
- Classroom doors will be **locked** by staff.
- Windows will be closed and blinds will be **pulled down** on all windows and doors.
- Students will be asked to **move away from doors and windows**.
- Students will remain supervised by their teacher at all times.

This will be a **practice only**. There is **no current risk or concern**, and the drill is expected to be calm, controlled, and short in duration.

We recognise that lockdown drills can feel unsettling for some students. For this reason, students are being informed in advance through assemblies, and staff will be on hand to provide reassurance before, during, and after the drill. If your child has any worries, they are encouraged to speak to their form tutor, or to **Mrs Laverty, Miss Starkie or Mrs Barlow**, who are available to provide additional support.

We would encourage you to discuss this calmly with your child at home, so they understand that this is a safety practice designed to help everyone feel prepared.

If you have any concerns or questions, please do not hesitate to contact the school.

Thank you for your continued support.

Yours faithfully,

Mrs Lord
Headteacher