

## Dalestorth Primary & Nursery School Lockdown Procedure



### **Lockdown Procedure**

This will take place in the event of a threat to children and staff from outside the school. It is the securing of all personnel inside the building and out of sight wherever possible.

1.	The sound of 'continuous whistle blasts' indicates to all staff that a lockdown procedure is taking place. Police and or emergency services (999) will be contacted by the senior leader in charge and or other member of staff instructed to do so.	
2.	All staff will need to keep their children calm and lined up. They need to make their way to their designated area. These areas have no windows to the outside wherever possible.	
3.	The destination of Foundation Stage 1 will be their Nursery unit, sitting under the windows and wherever else possible out of sight.	
3.	The destination of Foundation Stage 2 will be their Foundation Unit sitting under the windows. Where possible, one or all of the teachers will have a mobile phone with them to keep in contact with the Head Teacher/Senior Leader.	
4.	The destination of Ada Lovelace class will be in the ICT Suite. The destination for Marie Curie and Zaha Hadid Class will be the Meeting Room. If possible, one or all of the teachers will have a mobile phone to keep in contact with the Head Teacher/Senior Leader.	
5.	The destination of the Year 3,4,5,6 will be the hall. If possible, one or all of the teachers will have a mobile phone with them to keep in contact with the Head Teacher/Senior Leader.	
6.	The lockdown will end when all the staff are instructed that it has ended by the Head Teacher, Senior Leader or personnel from emergency services in charge on the day. As a result of Lock Down, a dispersal or Evacuation may also need to take place, but this will be signalled by the Head Teacher/Senior Leader and staff are to await instruction.	