

# YSGOL UWCHRADD TYWYN

Pennaeth/Head teacher: Mrs Helen Lewis



## Lockdown policy

All schools have been advised by the Welsh Government to put in place arrangements for a lockdown to protect pupils and staff in the very rare occasions it may be necessary to seal off the school so that it is not able to be entered from the outside. This will ensure that pupils, staff and visitors are safe in situations where there is a hazard in the school grounds or outside the school in the near vicinity.

Lockdown procedures are seen as a sensible and proportionate response to any external or internal incident which has the potential to pose a threat to the safety of staff and students in the school. Procedures aim to minimise disruption to the learning environment whilst ensuring the safety of all pupils and staff. 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 (with the potential to pose a risk to staff and pupils in the school);
- An intruder on the school site (with the potential to pose a risk to staff and pupils);
- A warning being received regarding a risk locally, of air pollution (smoke plume, gas cloud etc);
- A major fire in the vicinity of the school;
- The close proximity of a dangerous dog roaming loose.

In the case of a lockdown the school bell will be sounded 3 times. Staff and pupils will be required to go to or stay in the nearest classroom which will then be locked. Windows will be closed and teacher's phones will be switched to silent mode.

In the event of an actual lockdown, we will try our best to communicate any information to parents as soon as possible via text messages. The school understands parents concern for their children's welfare and will ensure that everything that can possibly be done to ensure children's safety will be done. However parents will need to respect that if the school will be in a full lockdown situation, the switchboard and entrances will be un-manned, external doors locked and nobody will be allowed in or out of the school. We also strongly advise parents not to come near the school.

As with Fire drills we are required to test the procedure annually. This rehearsal will allow pupils to become familiar with the procedures as they are different to our fire evacuation procedures. We will carrying out the rehearsal during this half term. The pupils will be notified of the day but not the time. As their parents or guardians we ask you to reassure your children that there is nothing to be concerned about and any questions should be directed to Mr Phillips.