

15th December 2025

Dear Parent/Carer,

Practise Lockdown Drill on Monday 19th January 2026

As part of our safeguarding procedures to cover a range of potential events, we carry out routine practices so that staff and students know what to do in a real case of emergency. We hold regular fire drills so that we can evacuate the buildings promptly, but we also need to practice how to keep students and staff safe if an intruder enters the secure site or if there is a hazardous chemical leak into the local atmosphere.

To effectively prepare for these scenarios, we plan to hold **a practise lockdown on Monday 19th January 2026**. We know some students might find this drill scary so we are sharing the date with you in advance, and we will ensure that students are briefed well before the event to minimise anxiety. We also want to share some details with you so that you can reassure your children before and after the event.

During the lockdown, students should get low to the floor and hide under or behind desks or furniture. They must stay quiet. Student phones will already be off and in bags and all phones, including staff phones, should be switched to silent. The drill will last about 20 minutes. Teachers will stay with their students to help them feel safe. Senior staff will then check the buildings and gradually release rooms to end the drill.

Remember, **this is just a practise**, not a real emergency. There will be no 'pretend' intruders or anything that might cause more anxiety to students. We have also asked staff to help any students who might need extra support during the drill.



Principal: Simon Warburton



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If you have any questions, please contact your child's House office.

Yours faithfully,

A handwritten signature in blue ink, appearing to read "S Warburton".

Simon Warburton
Principal



Awarded by Arts Council England

