

ST. ILLTYD'S CATHOLIC HIGH SCHOOL

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Headteacher: Mr D B Thomas



YSGOL UWCHRADD GATHOLIG ILLTUD SANT

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Prifathro: Mr D B Thomas

17th July 2023

Dear Parents/Carer

Re: Lockdown Procedure Letter

On **Wednesday**, the school will be carrying out a practise drill for a lockdown as part of our ongoing safeguarding and emergency procedures.

Lockdown procedures may be in response to any external or internal incident which has the potential to pose a threat to the safety of staff and pupils at St Illtyd's Catholic High School.

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

- a reported incident/disturbance in the local community (with the potential to pose a risk to staff and pupils)
- an intruder on the school site (with the potential to pose a risk to staff and pupils)
- a warning being received regarding a risk occurring locally, such as air pollution (smoke plume, gas cloud, etc)
- a major fire in the vicinity of our school site
- the close proximity of a dangerous dog roaming loose.

It is of vital importance that the lockdown procedures are familiar to all members of the school so they need to be practised.

Our practise will take place during period 4 on Wednesday at approximately 1pm.

At this time, all pupils will be in their normal timetabled lesson. Before the drill their teacher will spend time taking our young people through what to do in the event of:

- A fire;
- A dynamic lockdown (when there is a physical threat present on school site).

Pupils will practise the emergency drill under controlled conditions. After the drill they will have time to reflect with their peers and teacher on how the exercise made them feel. They will also have the opportunity to discuss any questions or concerns they may have as a result of engaging in the drill. Staff will continue to make themselves available during lunchtime for any pupils who wish to further talk to them either individually or part of a group.

Together in Christ, we make a difference

All schools have a responsibility to undertake such drills as part of our safeguarding practice and we will do the same exercise in the Autumn term. Whilst the reality of any such incident taking place is very rare, it is of course hugely important that our entire school community is fully briefed and alert to such threats. Please be reassured that we will always engage our young people in such emergency drills in a calm, measured and safe way.

If you have any questions please do not hesitate to contact the wellbeing team.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D. B. Thomas'.

D B Thomas
Headteacher