



Asquith Primary School & Nursery

Head Teacher: Mrs Susie Graham

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10th October 2025

Dear Parents and Carers,

At Asquith Primary School the safety and wellbeing of our children is always our highest priority. As part of our safeguarding commitment, it is important that we regularly practise the procedures we would follow in the event of an emergency.

The first initial lockdown practice will be carried out with the children at some point next week (W/C 13/10/2025). Just as we carry out fire drills to ensure everyone knows what to do in the event of a fire, lockdown procedures are a standard part of health and safety practice in schools.

A lockdown procedure would be used if there were a threat to the safety of pupils, staff, or others on the school site, and it was safer for everyone to remain inside the building rather than evacuate. The aim is always to keep people safe by confining them to a secure place.

Examples of situations where a lockdown might be necessary include:

- A potentially dangerous person or animal on the school site
- A disturbance or dangerous situation in the local community that could affect the school
- A nearby chemical incident or other risk of air pollution
- An incident related to terrorism

It is obviously not our intention to make any child feel anxious, however it is important that we have procedures in place and practice these to ensure everybody is clear on what they need to do. Before our practice, teachers will talk with their class in an age-appropriate way to explain what a lockdown is, why they are important, when they might happen, and what we do. They will also reassure pupils before, during and after the practice that they are safe, and emphasise that practising procedures like this will help ensure that school remains a safe place to learn.

Before our drill, please talk with your child to remind them that there will be a practice and that staff in school will support them through it. You might also want to ask them about it when they come home that day.

It is very unlikely that we would ever need to complete a lockdown, but it is important that, if we did, everyone in school knows what to do to keep safe. If you, or your child, have any questions or concerns, please do not hesitate to speak with the Headteacher on the gate at the start of the day, or contact the school office on 01623 454969.

Thank you for your continued support in helping us keep our children safe.

Yours sincerely

A handwritten signature in black ink, appearing to read 'SRG', followed by a long horizontal flourish.

Mrs Susie Graham
Headteacher