

Lockdown/Intruder Policy and Drones

Purpose of the Policy

This policy is in place to ensure the safety of children, parents and staff in the event of a local threat or emergency situation which may result in the setting being placed into 'lockdown', that is you have been advised to stay put and secure the building rather than evacuate the premises.

In the event of a threat or emergency situation and it is considered to be safer to stay put the setting will be placed in lock down until emergency services arrive when staff will comply with their instructions at all times.

Emergency services will be contacted, and their instructions will be followed. The follow message will then be sent to all parents via text message.

'Due to an incident, we have been advised by emergency services to secure the premises and stay put until we are given the 'all clear'. Please do not attempt to collect your child until it is safe to do so. We will let you know as soon as we are able when that is likely to be.

In the meantime, we need to keep our telephone lines clear and would appreciate your cooperation in not calling unless it is absolutely vital that you speak to us. Please send a message via Famly and we can call you back at the next available time'.

Upon alert to lockdown

- Stay Calm
- All children to be taken upstairs away from windows and doors. The children and staff will remain at a low level and sit on the floor, split between both rooms.
- Close curtains and blinds where possible
- Tune into local TV or radio for more information
- Do NOT make non-essential calls on mobile phones or landlines.
- Be Alert, Do NOT open the door once it has been secured until you are officially advised 'all clear' or are certain it is emergency services at the door.
- Do NOT assemble in large open areas
- Do NOT call 999 AGAIN unless you have immediate concern for your safety, the safety of others, or feel you have critical information.

Following the lockdown

- Cooperate with the emergency services to help in an orderly evacuation.
- Ensure a member of staff have the register and children's detail

- Any staff or children who have witnessed an incident will need to tell the police what they saw.

Drones

If you have any concerns about the use of drones over the setting you must report this to a member of the SLT who must report this to the local police on 101. Drones should never be flown within 50 metres of a person, vehicle or building and if flown over a building permission should be first sought from the owner.