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Head Teacher: Mrs J Kingswood, B.Ed.(Hons), MA, NPQH

July 2017

Dear Parent/Carer

As you are aware from my letter dated 8 July, as part of our on-going commitment to safeguard our pupils, we planned to undertake a lockdown drill during the week commencing 10th July 2017. We do not do this to alarm pupils but as part of a routine rehearsal along with fire drills, to prepare our pupils in the event of an emergency situation.

I can confirm that a lockdown drill has taken place today. It was very calm and orderly with pupils following instructions given with a sense of maturity and responsibility.

As this is the first time we have put our lockdown policy into action, we would welcome any feedback you may wish to give.

The lockdown training exercise will be practised annually so that all pupils and staff are aware of the procedure. We will inform you of a further drill in the next academic year.

Thank you for your support and understanding in this matter.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Jo Kingswood'.

Jo Kingswood
Head Teacher