



Friday, 14<sup>th</sup> January 2022

Dear Parent/Carer,

Assalamu Alaikum - Peace be with you

**Re: Lockdown Practise Drill**

I hope and pray that you are well.

The safety and security of our pupils, staff and visitors is a top priority, therefore we plan and practise drills to ensure the safety of all if a dangerous situation arose. As an example, we plan and practise Fire drills. We are now at the stage to practise for a *Lockdown* drill.

During a ***Lockdown practice drill***, the sounder, a high-pitched continuous sound will be triggered, pupils remain in the classroom, regular activity stops, the class door is locked by the teacher or staff member present. Pupils remain inside the room until instructed to come out of the lockdown drill by designated staff from the Senior Leadership or Estates or Office Team. If any pupil is not in the class at the time of the lockdown practise drill, they go to the nearest lockable classroom and wait for the lockdown practise drill to come to an end before they go back to class.

All exterior doors are locked, and no one is permitted to enter or leave the building during the practise drill. Pupils are kept safely inside the school and classrooms.

Please be assured that staff at our school will spend time discussing the importance of the drills and share procedures with students prior to running a drill. We will also take time after the drill to remind them that it was a practise and there was no danger.

We kindly ask that you take the time to speak with your child about these safety procedures and reinforce the importance of a *Lockdown drill*. We practise these drills to ensure our school remains a safe place for all pupils, staff, and visitors.

Please contact me if you have any questions.

Thank you for your ongoing support and please do keep all in our school in your prayers.

Yours sincerely,

Sajid Khaliq  
Principal

