

Heatherside Pre-school

Lockdown Policy

However small the threat of any attack on the Pre-school, either by an act of terrorism, a group of troublesome delinquents or a suspicion character wielding an offensive weapon, we will follow our 'Lockdown' policy.

Heatherside Pre-school is a small setting in the middle of a fabulous community. However, in this ever-changing world we find ourselves in we must take every step to ensure the safety of the children who attend and the staff who work at the setting, so, in the event of an incident, an emergency procedure to 'lockdown' of the Pre-school and Community Centre will be undertaken.

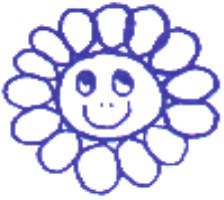
We have looked at our location and the likelihood of an incident happening in our area is low risk, however, if an emergency happens and Heatherside Pre-school should have to lockdown, we will act quickly to access the likelihood of immediate danger (in most cases we should assume that it is safer to stay put!).

We will share the lockdown status as it happens with parents via email, social media and via telephone. You will know that you must not approach the Pre-school to collect your child until you have been invited to do so, either by the management of the setting or the emergency services. You must also refrain from calling the Pre-school as the phone line needs to be kept free.

All staff are aware of their role during 'lockdown'.

Upon alert to lockdown –

- We will remain calm.
- Staff and children will stay in their designated areas. Stay in the room you are working in, secure all doors and windows and await further instructions.
- Close blinds where possible
- Stay away from windows and doors.
- Stay low and keep calm,
- Tune into a local TV or radio station for more information.
- We will NOT make non-essential calls on mobile phones or landlines.
- If the fire alarm is activated, we remain where we are and await further instructions from emergency services unless the fire is in your area. In which case, move to the next room/area, following your usual fire procedures.
- We will only open doors and leave once we have all clear from the emergency services.



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Members of the public should always remain alert to the danger of terrorism and **report any suspicious activity to the police on 999 or the anti-terrorist hotline: 0800 789 321.**

For **non-emergency calls to the police, call 101.**

Reviewed & re-agreed at AGM held 10th October 2025 Chair Alex Constantine