

14th October 2024

Dear Parents & Carers

Marshland Emergency Lockdown Procedures

Following changes to government guidance, from this year all schools are now required to practice emergency lockdown procedures. These procedures teach students how to respond to a high-level incident, for example, an intruder entering site or an external environmental issue that could affect students. Many of our younger students will have been part of lockdown drills in their primary schools.

Starting today and over the next fortnight, all students will be introduced to this new procedure during their assemblies. This is in anticipation of a whole school lockdown practice on **Tuesday 5th November 2024 at 2:30pm**.

Please be advised that the lockdown practice will take up to 10 minutes. During this time, school will not be answering any telephone calls or responding to visitors to site. Therefore, to help us, please avoid contacting or visiting Marshland between 2:25pm and 2:45pm on Tuesday 5th November.

Some students will undoubtedly feel nervous about this new procedure, however staff will manage the process calmly and we will reassure students that emergencies requiring a lockdown are extremely rare. Once all students have been trained, we will practice the lockdown drill at regular intervals in a similar way to fire drills, without issuing advance notice.

Please do not hesitate to contact the school if you have any queries or concerns, by email to office@marshlandhigh.co.uk

Thank you for your support and understanding.

Yours faithfully,

Craig Jansen

Headteacher



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