

**29 September 2023**

Dear Families

We write to inform you that on Monday 2 October 2023, we will be asking staff and students to take part in a partial lockdown drill during the school day. This will last for approximately 15 minutes.

### **What is a lockdown?**

In certain circumstances, it may be necessary for the academy to take steps to isolate students, staff, and visitors from danger. Dangers that could potentially result in a lockdown include the presence of an intruder on site, an emergency within the academy or an emergency occurring outside of, but within the local vicinity of the academy.

Just like a fire drill that students have completed many times, a partial lockdown drill is to ensure that everyone is aware of what is required of them in the event of an emergency.

We thank you and your child in advance for supporting with this procedure.

Yours faithfully



Mr A Jacobs  
**Principal**