



Lockdown and Invacuation Procedures

Although most people use the term 'lockdown' to refer to getting everyone into a safe place and sealing the exits, it's actually one element of a wider practice known as 'invacuation'.

'Invacuation is the process of getting everybody inside and safe, and securing the building.'

In most cases, pupils will be able to stay in their classroom during an invacuation, and the school day can continue as normal, just with everyone staying indoors.

Lockdown goes a step further, in that everyone on the premises – staff, pupils and visitors – are moved away from the potential danger to a place of safety in the school building.

Lockdown would only be used in more extreme circumstances where there is a serious and current threat to the safety of those in the building
Invacuation might be required if:

- There is local air pollution due to a nearby fire or chemical release (Dow Corning).
- There is a dangerous animal (usually a dog) in the grounds.
- There is an incident or civil disturbance in the area that might affect the school.

Lockdown might be implemented if:

- There is an aggrieved, disturbed or intoxicated person trying to gain access to the school (this could be a parent or a stranger).
- There is an intruder on the site.

'Invacuation or lockdown could be triggered if there is an urgent imminent threat, or as a precaution because of a threat in the vicinity.'

At Gwaun y Nant, an evacuation will take the following shape:

1. A clear signal will be given with the school bell ringing continually. Staff will identify this as an evacuation signal.
2. If pupils are outside, staff should immediately take them to the nearest safe area inside the building.
3. All external doors and windows should be shut and locked as necessary.
4. The register will be taken to ensure all children are accounted for.
5. The staff member in charge of taking the register must notify the office if any children are unaccounted for.
6. Everyone should remain where they are until the all-clear is given.