**LOCKDOWN POLICY**

Go In, Stay In, Tune In

Fowey Pre-School recognises the potential serious risks to children, staff and visitors in emergency or harmful situations. A lockdown may take place where there is a perceived risk of threat to the pre-school, its staff, children, visitors or property. Where possible, the pre-school will act to ensure the safety of all personnel in the setting in the following situations:

\* In the event that unauthorized person(s) considered dangerous, are on Fowey River Academy grounds.

\* In instances including domestic breakdowns where estranged parties are attempting to abduct or harm children.

\* In exceptional circumstances where a staff member, volunteer or visitor has a mental breakdown and becomes a danger to other personnel in the setting.

A lockdown will be initiated by a recognisable continuous alarm via Fowey River Academy or a bell being rang in the preschool room with a coded word (only staff will know the coded word in the preschool room). Lock down procedures will be practiced to ensure that staff and children are familiar with them.

If Fowey River Academy has initiated the lockdown, then pre-school will be directed by recognised people on Fowey River Academy’s safe list to what our next steps will be. Under no circumstances will the personnel in the preschool room leave there hiding area until authorised confirmation has been made from one the people on the Fowey River Academy’s safe list.

If the alarm is raised by a member of staff in the preschool room, the manager/deputy manager, will contact the police and Fowey River Academy. No personnel will leave the hiding area until we have received instructions over the phone from the police.

In the event of a real lockdown, parents will be contacted to collect their children when the instant is deemed safe.

Date of next review September2024

Signed ………………………………………………………………………………….. Position…………………………………

Date …………………………………………….