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23rd October 2026

Dear Parents and Carers,

Re: Enhancing safety in our school

At Dingle Community Primary School, we take safeguarding and safety very seriously. It is important that we continue to review all our procedures, taking into account even those events that are very unlikely to occur. As part of this process, we have updated our lockdown procedure.

I am writing to inform you that today we practiced a lockdown drill.

As a school we won't be discussing terrorism, intruders or anything of a nature that could potentially worry the children. We will be describing the exercise as keeping safe.

What is a lockdown and when would we carry it out?

A lockdown procedure is a standard health and safety procedure, similar to a fire drill.

Our lockdown procedure would be used when there is a threat to the safety of pupils, staff and others in the school, and when it is safer for everyone to remain in school than evacuate. The aim is to keep people safe by confining them to a secure place of safety.

Situations where our lockdown procedure may be used include:

- A reported incident/civil disturbance in the local community (with the potential to pose a risk to staff and pupils in the school)
- An intruder on the school site (with the potential to pose a risk to staff and pupils)
- A warning being received regarding a risk locally, of air pollution (smoke plume, gas cloud etc.)
- A major fire in the vicinity of the school
- The close proximity of a dangerous dog roaming loose or other dangerous animals.

Our Lockdown Policy is currently being reviewed and updated. This will be shared with you at the start of next half term.

Prior to our drill, staff took time to talk to pupils about lockdown procedures and explain why they are important. They reassured pupils after the drill that they were safe, and emphasised that practising procedures like this make sure the school remains a safe place to learn.

I must stress again this is simply a practice, so that in the unlikely event of such a situation, our pupils and staff are fully prepared.

If you or your child have any further concerns or questions, please do not hesitate to contact a member of the Senior Leadership Team.

Yours sincerely,

N Heather

Ms N Heather
Headteacher