Lock down policy

In the event of an attack happening to Little Acorns Pre-school such as: -

* A terrorist attack
* A bomb treat
* an armed intruder

the senior leadership will act upon this policy by: -

* by informing all staff members in a calm matter, so the children do not get upset
* staff will listen to the senior lead and act upon the situation
* little Acorns will do their best to keep all children out of harm
* if children are evacuated outside of the Pre-school the register will be taken to account for all the children and used parents contact details

If an armed intruder comes onto the school premises and grounds, as soon as possible, a senior member of staff will contact the police and the head teacher of the Primary school.

Senior staff will act accordingly to each situation. If it is safe, staff will escort the children over to Purford Green Primary school, the side entrance will be used and a staff member will inform the head teacher of the situation.

This policy has been discussed with the Head Teacher Emma Bloomfield.

If for any reason staff and children cannot evacuate the premises, staff will encourage the children to sit under the tables. Senior staff will do everything they can to keep all children calm and safe.

If there is a bomb treat inside the building, first contact will be the police, we will evacuate the children down to the fire point zone at the bottom of the front outside area, and when it is safe to do so move away from the building and act upon police instructions.

Senior staff members will do their best to control a terrorist situation and act as professionally as they can to keep the children calm and safe

Senior staff will monitor each situation and act accordingly.