



**St John Henry Newman**  
Catholic School

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9 January 2025

Dear Parent/Carer

### **SCHOOL LOCKDOWN DRILL**

At St John Henry Newman Catholic School, the safety and well-being of our pupils is paramount. To ensure that we are prepared for any emergency, we will be conducting a lockdown drill during school hours this half term.

A lockdown drill is an exercise that helps pupils and staff know what to do in the event of an emergency that requires us to secure the school building. Just as we practice fire drills to prepare for a fire, we practice lockdown drills to be prepared for other types of emergencies.

During the drill, teachers will follow established safety procedures to secure their classrooms, and pupils will be instructed on how to remain quiet and out of sight. The drill will be conducted in an age-appropriate manner, with staff explaining the procedures to pupils in a calm and reassuring way.

We understand that the idea of a lockdown drill can be concerning for some parents and pupils. Please be assured that these drills are an important part of our safety protocol, supported by the Department for Education and are designed to help everyone to know what to do to stay safe in an emergency.

If you have any questions or concerns about the lockdown drill please feel free to contact the school office to request a phone call from a member of staff. We are committed to keeping our school a safe and secure environment for all our pupils.

Thank you for your support and understanding.

Yours sincerely

*K Mooney*

Mrs K Mooney  
Senior Assistant Headteacher & Designated Safeguard Lead