

Ysgol Gymraeg Dewi Sant

Lockdown Policy

May 2024



Lockdown Policy

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 where they can be protected.

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.
- 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.
- There is an internal threat from a student.

In Ysgol Gymraeg Dewi Sant, an invacuation will take the following shape:

1. A clear signal should be given that pupils, staff and visitors can identify as an invacuation signal. This will be done through an announcement made by the HT/SMT. This will be done by announcing 'Yr Allwedd Goch' in a loud voice along the Berllan area.
2. If pupils are outside, staff should immediately take them to the nearest safe area inside the building. Staff will ring the school bell and inform pupils to make their way inside the building.
3. All external doors and windows should be shut and locked as necessary.
4. The register is 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.

What happens during a lockdown?

During a lockdown, pupils will initially remain in their classrooms and sit under tables or along the inside walls of the classroom. Each door external and internal door will be locked.

In serious incidents the school hall will be used as a lockdown area.

The steps taken will be the same as during an invacuation, but there should be an additional message that lets people know the school is in lockdown.

In the case of a lockdown or invacuation, a judgement call on what action to take will need to be made by the Head Teacher or the person covering the role of Head teacher.

Advice to Parents

The following guidance will be shared with parents:

Try not to panic if you hear that an incident is taking place at your child's school.

Don't contact the school as this could tie up the phone lines and interfere with calling the emergency services.

Don't go to the school in person, as you might get in the way of the emergency services and even put yourself in danger.

Wait for the school to contact you about when it's safe to collect your child, and where from.