

8.5 continued, Invacuation

Policy Statement

This policy is in place to support the procedure to combat a threat to children and staff which may occur whilst they are outside the school building, but within the school grounds.

This policy sets out the setting's response to such an emergency but recognises that it is impossible to legislate for every possible scenario so as to protect 100% of the children and staff 100% of the time. The policy, therefore, will be kept under constant review to reflect changing circumstances and experience.

Procedures

Calmness is the key:

It is vital that the policy and its implementation, does not lead to a panic mentality. Children should be encouraged to treat any emergency with the utmost calm and follow the guidelines with common sense.

Threats:

There are a number of possible situations that could be seen as a threat and therefore demand a response.

For example

1. An animal wandering into the school grounds.
2. A stranger (adult/youth) who enters or attempts to enter the school grounds.
3. An object thrown into the school grounds from outside.
4. The collapse of a tree, wall or fence etc.

Response:

1. Once the adult recognises the threat, they should sound the alarm by sounding a whistle continually.
2. In the event of a threat arising, it is the responsibility of the staff with them to get the children into the building and take them to the designated 'Safe Area' as quickly and as sensibly as possible through one of the designated entrances and to lock any doors behind them once the children are in.

Designated Safe Areas and Entrances:

- Dandelion classroom
- Daffodil classroom
- Daisy classroom
- Staff room.

3. All registers, signing in/out sheets and visitors book will be checked to ensure everyone is accounted for. All doors will be closed and locked.

4. The adult raising the alarm is to notify the manager/owner that there is an emergency.

5. Manager/owner or Deputy is to contact the appropriate emergency service.