



10 February 2020

Dear Parents and Carers

Today your child practised our safety lockdown procedure within the school building. We have introduced it to the children as an 'inside safety drill'. It lasted for approximately 15 minutes and the children were read a story whilst we were practising.

Please find below some information that we shared with the children before the practice so you can talk to them at home if they have any questions.

What is it called?

This is our inside safety drill.

What is it?

We are practising how to keep safe inside school if there is a risk outside. It will mean that we stay in a safe place in our classrooms until we are told by Mr Vitarana that it is safe to return back to our normal lessons. Today is just a practice.

Why are we doing it?

Just like we practise going outside in a fire drill when there is a risk inside our school building, we are practising our inside safety drill in case there is a risk outside the building and we need to stay safe inside our classrooms.

What will happen?

There will be a special horn sound (children will hear this) and when we hear that, we know that we need to practise our inside safety drill. We will all come in to the classroom, sit down and read a story. We will need to stay in class until Mr Vitarana comes and tell us when we can start our lessons again.

Thank you for your cooperation.

Yours sincerely

Mr Vitarana
Headteacher