

# St. Augustine's Catholic Primary School



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Dear Parent/Carer

## EMERGENCY PROCEDURES

This letter relates to recent local events and the children's safety.

You may be aware that over the last week or so schools within the City and area were evacuated due to a bomb threat which turned out to be a hoax. This follows a number of hoax calls that have led to school evacuations and closures in schools in the Black Country. **Please be assured that these calls were all hoaxes and there was no genuine bomb threat. Such incidents are extremely rare and it is important that we don't over-react or spread panic, especially to our children.**

However, it is wise to have emergency procedures in place. In the event of an incident such as the one that has faced other schools or any other incident when the safety of the children is threatened, we will be guided by the emergency services and will work closely with them. We do have emergency lockdown and evacuation procedures in place. I am satisfied that these procedures are appropriate, but in the light of recent events, they are under review and we are following external advice from Birmingham City Council to ensure that we have procedures that are workable and fit for purpose. We are working closely with our partner schools and educational institutions.

In emergency situations, we will keep you updated as promptly and as often as we can. You can help us in three ways:

- 1) Keep this in perspective and don't spread any fear to the children. We are putting a lot of work into making sure our procedures are suitable but it is highly unlikely we will need to use them. Even if we do, it is most likely to be just a precaution. If you do hear a message that something is going on, please don't panic.
- 2) In the event of a lockdown, evacuation or other emergency situation, please do not come to the school. In a lockdown, we will not be able to open the door to let you in and you may put yourself in danger. In the circumstance of an evacuation, we won't be here. If you see us walking up the road, please don't approach your child or try to take them home. This will make it hard for us to keep the children calm and make sure they are all accounted for.
- 3) Likewise, please do not try to phone the school. We will need to keep our lines free to communicate with emergency services. We understand that it will be a worrying time, but we will keep you updated.

Once again, to reiterate, the possibility of danger to your child is very, very small. We just wanted to reassure you that we do have plans in place to take appropriate action in the unlikely event it is needed.

Yours sincerely

**Mrs MM Stanley**

Mrs MM Stanley  
Headteacher



Archdiocese of  
Birmingham



 Birmingham City Council

