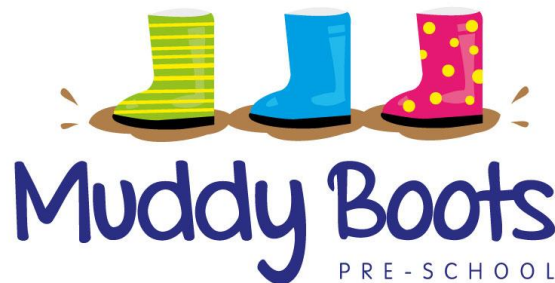


Muddy Boots Pre-School CIO

Safety and Suitability of Premises, Environment and Equipment – Lockdown safety rules



Review Date:

SEE COMMITTEE POLICY REVIEW SCHEDULE

Safety and Suitability of Premises, Environment and Equipment

Lockdown safety rules

LOCKDOWN SAFETY

1. Terrorism alert/Emergency/Threat to staff and children

- Close all blinds.
- Manager to have mobile phone and register on their person.
- Assemble in children's bathroom.
- Phone 999 to report incident.
- Stay calm and wait for help.
- Contact parents when safe to do so.

REMEMBER

- Do not leave the building.
- Your priority is to prevent any harm coming to the children in your care and not give any hint of undue anxiety.
- Conduct the lockdown and assembly in a calm and orderly manner.
- Do not bother about personal belongings – they can be replaced.
- Refer to Lockdown Rota regularly to know your position and duty.