



# Saint Joseph's

CATHOLIC SCHOOL

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3 March 2023

Dear parents/carers

Over the next two weeks, after the installation of a new system, we will be testing our new and advanced 'Lockdown Procedures'. This is to protect everyone if we have an intruder on site that we think may pose a risk to the safety of all.

As you are aware we take the safeguarding of our pupils and staff extremely seriously. Whilst I do recognise that you and your children may find our proposed actions alarming, we are now living in a world where we must plan for every eventuality to ensure that the Governors and I protect everyone within our community.

We have planned, firstly, a test to inform staff and pupils of the difference in sound to our normal fire alarm. This will enable all within school to understand the difference in sound and what actions need to be taken. Posters have been placed in all classrooms a few weeks ago to remind all in our community as to the expected procedures and actions and tutors have been going through this with pupils. After this, when everyone is comfortable with the expectations, we will have a full practice. This is in line with our fire evacuation test we do termly.

I trust that you understand the need to ensure the procedures are practised and that we are fully prepared for what I would describe as the very worst possible scenario.

Please rest assured that this proposed action is not because of any concerns or anticipated risk, we are just ensuring that we have a superb and practiced approach should we need it. You will have seen that site safety has been part of our planning for some time and we have secured the site by the erecting of our recent fencing. We take the safeguarding and security of our pupils when on the school site very seriously, and therefore I trust that you understand our planned actions. Please note that there are further plans to secure the access to the school from The Downs at the rear of the site; these have been temporarily stalled due to the contractors, but we hope this will be completed during the holidays.

If you have any questions or concerns regarding this, my team and I are more than happy to reassure you. Emailing [safeguarding@sjcs.org.uk](mailto:safeguarding@sjcs.org.uk) with your questions will ensure that multiple people can see your response. It would also be lovely to hear from those who appreciate the rigour we are putting in place too.

Again, I will reiterate that the safety of your children is my utmost priority.

Thank you for your continued support,

Yours sincerely

Mrs R Ridley  
Headteacher