



Head Teacher:  
Paul Vine

Wednesday 15<sup>th</sup> March 2018

Dear Parents/Guardians,

I am writing to inform you that over the coming weeks we will be carrying out a practice lockdown drill. The children's safety is paramount at Leamington and the Governors and I feel the children need to understand exactly what to do and how to react if we ever had to go in to lockdown mode.

We have a comprehensive lockdown procedure which is fully understood by every member of the team. The leadership team, admin staff, site manager and I have clear specific roles to ensure everyone is kept safe.

Over the next few weeks I will be using our weekly assemblies to talk about staying safe and what lockdown is. This will continue in the classrooms and everyone will have the chance to practice.

Hopefully we will never have to go into lockdown mode but if we do we need to be prepared.

If you have any questions please don't hesitate to call or pop in to school at any time.

Kind regards,

Mr. P.Vine  
Head Teacher



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