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Executive Headteacher: Mrs K Roe  
Head of School: Miss L Allen

Tuesday 12th September

**Lockdown Procedure Drill**

Dear parents/carers,

Today in school we held a Lockdown drill.

The Lockdown Procedure is practised routinely and at least annually to ensure that children and staff feel comfortable and know what to do in the event of us needing to Lockdown in an emergency. This is carried out in the same way we have practice drills in the event of a fire.

All children were pre-warned of the drill and supported by staff throughout.

Yours faithfully,

Miss L Allen

Head of School