



ROCKWOOD
ACADEMY

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Headteacher: Mr R Reeve
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10th October 2024

Dear Parents and Carers

Lockdown Drill - Tuesday 15th October 2024

Here at Rockwood Academy, we take very seriously the safety of all pupils and staff. Therefore, next week on **Tuesday 15th October 2024** all pupils and staff will take part in a **Lockdown Drill**.

A Lockdown Drill is an important practice in case the school ever has an intruder or local incident that risks the safety of all. As Headteacher, one always hopes that we never have an emergency situation such as this. However, we must be prepared for any unforeseen circumstance. Therefore, we practice this drill regularly.

During the Drill the following will happen:

- An alarm will sound around the building
- All staff will lock each classroom and pupils and staff will position themselves out of site (under tables and away from windows) for a short period of time until the Drill ends
- At the end of the Drill, all classrooms and indoor spaces will be evacuated by the Fire Alarm so that all pupils and staff are registered outside to ensure all are accounted for

During this week we have been preparing pupils for the drill and so when we do it on Tuesday 15th October 2024 it will not surprise or worry anyone unduly.

If you have any questions, please do contact me via my PA, Ms Foster at d.foster@corerockwood.academy

Thank you for your continued support.

Yours sincerely

Mr R Reeve
Headteacher