

# St Elizabeth Catholic Primary School

## Bomb Alert Protocol



The Governing Body of St Elizabeth Catholic Primary School

<b>Date of Policy</b>	<b>June 2021</b>
<b>Review Date</b>	<b>June 2023</b>
<b>Chair/Committee Chair of Governor's signature</b>	
<b>Headteacher's signature</b>	

### Mission Statement

Inspiring and achieving lifelong learning in a welcoming Catholic community.

## **Safeguarding Statement**

At St Elizabeth Catholic Primary School, we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at St Elizabeth Catholic Primary School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

## **Equality statement**

As a school we are committed to ensuring that equality principles are embedded within all school policies and procedures, as we endeavour to:

- Eliminate discrimination, harassment and victimisation.
- Promote equality of access and opportunity within our school and within our wider community.
- Promote positive attitudes to difference and good relationships between people with different backgrounds, genders, cultures, faiths, abilities, sexual orientation, and ethnic origins.

## **School Values**

As a Catholic school with a strong Christian ethos we actively support and promote a value-based education. By living out our 4Rs – **Relationships, Resilience, Responsibility** and **Respect**, we encourage the whole school community to:

- Think about and reflect upon positive Christian, British and Universal values
- Experience how living out these values impacts on themselves and others, in school, in the wider community and in the world
- Instil a sense of belonging to the school, the local community, the country they live in and the wider global community
- Inspire individuals to choose their own positive personal social, moral and spiritual values
- Promote an inclusive school ethos and a learning climate that will raise aspirations and achievement
- Raise self-esteem and encourage children to take more responsibility for their own behaviour and learning

## **British Values**

At St Elizabeth, we recognise and promote the fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs. Through this provision of SMSC, the school will:

- enable pupils to develop their self-knowledge, self-esteem and self-confidence;
- enable pupils to distinguish right from wrong and to respect the civil and criminal law of England;
- encourage pupils to accept responsibility for their behaviour, show initiative, and to understand how they can contribute positively to the lives of those living and working in the locality of the school and to society more widely;
- enable pupils to acquire a broad general knowledge of and respect for public institutions and services in England; further tolerance and harmony between different cultural traditions by enabling pupils to acquire an appreciation of and respect for their own and other cultures;
- encourage respect for other people; and
- encourage respect for democracy and support for participation in the democratic processes, including respect for the basis on which the law is made and applied in England.

### In the event of an emergency:

**STEP 1** Whoever receives the alert should try to record all details of the message.

**STEP 2** The person who has received the alert should (in person) inform the Executive Headteacher/Head of School relaying the exact language used in the alert.

**STEP 3** The Executive Headteacher/Head of School should arrange for the silent signal to be deployed in all school areas. This is a SILENT EVACUATION to account for all pupils and adults. THE FIRE ALARM MUST NOT BE USED. As radio waves can detonate a bomb NO MOBILE PHONES OR WALKIE TALKIE DEVICES SHOULD BE USED. ALL SUCH DEVICES SHOULD BE SWITCHED OFF NOT TURNED TO SILENT MODE.

**STEP 4** The Head Teacher or a delegated member of SLT must inform the Police immediately by dialling 999 from a school **LANDLINE**.

**STEP 5** The Executive Headteacher/Head of School / SLT must follow the instructions given by the Police. This is likely to involve evacuating pupils and adults to the school's

**STEP 6** If evacuating to the alternative site, the pupils should be accompanied by the Head of School/SLT. The Executive Headteacher/Head of School, Head of Office and Site Manager should remain in a safe proximity to the school. This will be agreed with the emergency services.

**STEP 7** The Site Manager or Business / Head of Office should ensure the emergency evacuation box is taken out of school unless it is unsafe to do so. The box should be given to and remain with the Executive Headteacher.

**STEP 8** POLICE INSTRUCTIONS SHOULD BE IMPLICITLY FOLLOWED

**STEP 9** THE ALTERNATIVE EVACUATION SITE: There should be NO MOBILE PHONE CONTACT made to the Head Teacher, Business/ Head of Office or Site Manager unless the emergency services confirm it is safe to do so. The Deputy Head Teacher should alert the Local Authority Director of Education and the Chair (or in their absence the Vice Chair) of the Governing Body. Pupils and staff should remain at the alternative evacuation site until advised it is safe to return to school OR arrangements are made for pupils to return home.

**STEP 10** No press briefing should be made unless directed by the Police with the input of the Local Authority Media Relations Office.

**STEP 11** POST EVENT: The Head Teacher and SLT should complete school's critical incident paperwork. The Head Teacher & SLT to hold a staff debriefing meeting as soon as possible. Ensure all staff are aware of information sharing protocols particularly press / media. If required, the Head Teacher should discuss arrangements for post trauma counselling with the Local Authority.

**STEP 12** The Head Teacher and Chair of Governors should arrange an emergency Governing Body meeting to review the critical incident paperwork and the school's safeguarding arrangements.

<b>Date of Ratification:</b>		<b>Signed:</b>  <b>Ms A John (HEAD TEACHER)</b>  <b>Mr T O'Sullivan (CHAIR OF GOVERNORS)</b>
<b>Review date:</b>		<b>Signed:</b>  <b>Ms A John (HEAD TEACHER)</b>  <b>Mr T O'Sullivan (CHAIR OF GOVERNORS)</b>
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