

**St Mary's Playgroup**  
**Lockdown policy**

Should St Mary's Playgroup come under an outside threat and children and staff were unable to leave the premises safely, we would assemble all children and staff to the safest part of the building, by blowing the whistle and shouting "Lockdown".

The assemble point would depend on the nature/direction of the threat.

The police and emergency services would be contacted and we would await and follow their instructions.

In the event of an incident we would ask parents not to try to ring the playgroup phone as we would need to keep the phone line open to receive instructions from the emergency services.

Once we have been instructed by the emergency services that it is safe to leave the building we would then ring parents/carers so that children could be collected safely. Our priority is to keep the children safe and calm.

April 2018

Review Date October 2019