

Lockdown

At Raised In we recognise that there are potentially serious risks to children, the team and visitors, in the event of an emergency or potentially harmful situations. A lockdown procedure may take place where there is a perceived risk of threat to the nursery, children, the team, visitors or property.

Where possible, the nursery team will act to ensure the safety of all personnel in the setting in the following situations:

- If an unauthorised person(s) who is considered dangerous, wants to access the nursery.
- In instances, including domestic breakdowns, where estranged parties are attempting to abduct children.
- In instances where personnel, students, volunteers or the team from within the setting become a threat to the well-being of others.
- In emergencies within the environment of the setting where there is a potential risk from spills or poisonous fumes.

A lockdown will be initiated by a member of the team who will call out **'Lockdown'** in a firm and controlled way.

The lockdown procedure will be practised from time to time to ensure that the team and children are familiar with it.

Lockdown Procedure

When the Nursery Manager/person in charge becomes aware of a security incident, either in the nursery or in the same building or vicinity of the nursery.

The word **'Lockdown'** will be said firmly and calmly to alert the team that they need to engage in the Lockdown procedure.

- The Nursery Manager/person in charge will call out **'Lockdown'**
- The Nursery Manager/person in charge will walk around the nursery space to ensure all members of the team have heard the call and that they are aware of what they need to do.
- The team will move the children to a designated area.

- The Nursery Manager/person in charge will dial 999
- The Nursery Manager/person in charge will collect or instruct a member of the team to collect the register and contact details of all families with children at the nursery that day.
- Team members will close all windows/doors, and all curtains or blinds and wait for further instructions from the Nursery Manager.

All team members should:

- Remain calm and stay low.
- Ensure children and team stay in the designated area(s).
- Close curtains and blinds where possible.
- Stay away from windows and doors.
- Even if the fire alarm is activated, remain where they are and await further instructions from emergency services (unless there is a fire in the nursery).

Signed: Nicola Brimble

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This policy links to: Anti-Bullying Policy and Promoting Positive Behaviour Policy