

# LOCKDOWN ACTION

## LOCKDOWN SIGNAL



Staff will sound the alarm using Air Horns

## 1. SHELTER SOMEWHERE SAFE

- If you are in a classroom, remain where you are
- If you are outside, go inside to the nearest classroom/room
- If in the toilets/corridors, go to the nearest classroom/room

## 2. HIDE FROM VIEW

- Lock the **doors** and/or block with a desk
- Close **windows and blinds**
- Turn off **equipment** such as interactive white boards/projectors and classroom equipment (PC's, bunsen burners, etc)
- Turn off the **lights**
- Turn off **mobile phones**
- Move to a '**safe corner**' & hide under tables

## 3. WAIT FOR FURTHER INSTRUCTIONS

- Stay **calm & quiet**
- Do exactly what teachers & staff tell you to do
- Do not open doors during a lockdown in the event of a fire alarm unless school staff tell you to do so

## 'ALL CLEAR' SIGNAL

Staff will give the 'All Clear' signal