



**Talbot
Primary
School**

**Talbot Primary School
Talbot Drive
Poole
Dorset
BH12 5ED**

22 September 2025

Dear Parents/Carers,

Lockdown Procedure

In the next week we will be practicing our lockdown procedure with all students at Talbot Primary School.

Our Lockdown procedure is designed to be a sensible and proportionate response to any external or internal incident which has the potential to pose a threat to the safety of staff and pupils in the school. Our procedures aim to minimise disruption to the learning environment whilst ensuring the safety of all pupils and staff.

Lockdown procedures may be activated in response to any number of situations, but some of the more typical might be:

- A reported incident / civil disturbance in the local community (with the potential to pose a risk to staff and pupils in the school)
- An intruder on the school site (with the potential to pose a risk to staff and pupils)
- A warning being received regarding a risk locally, of air pollution (smoke plume, Gas cloud etc)
- A major fire in the vicinity of the school
- The close proximity of a dangerous dog roaming loose

It is of vital importance that the school's lockdown procedures are familiar to all members of the school staff and students. To achieve this, a lockdown drill will be undertaken in the next week. Pupils will be made aware of the upcoming drill and a lockdown presentation for students will be made available to guide them through the process.

Thank you for your continued support.

Yours sincerely

Mrs K Curtis
Headteacher

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