



General Welfare Requirement: Safeguarding and Promoting Children's Welfare.
The provider must take necessary steps to safeguard and promote the welfare of children

Safeguarding Children

Lockdown Policy

Policy statement

This Lockdown Policy aims to ensure the safety of all of our children, early years educators, families and other visitors in the event of a threat. It also aims to minimize the risk of harm or the exposure to danger to anyone on nursery premises.

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

1. A reported incident/disturbance in the local area (with the potential to pose a risk to the children and adults of Cherry Blossom Nursery and Preschool)
2. An intruder onsite (with the potential to pose a risk to children and adults in the nursery).
3. A warning being received regarding an environmental risk locally, of air pollution (smoke plume, gas cloud etc).
4. A major fire in the vicinity of the setting.
5. The close proximity of a dangerous animal.

PARTIAL LOCKDOWN

A partial lockdown is a precaution aimed to keep children and staff safe while remaining indoors. This may be as a result of a reported incident/civil disturbance in the local area with the potential to pose a risk to children and staff at nursery. It may also be as a result of a warning being received regarding the risk of air pollution etc. In partial lockdown staff and children should remain in the building and all doors leading outside locked.

NO ONE SHOULD BE ALLOWED TO LEAVE OR ENTER THE BUILDING HOWEVER
THE SETTING CAN CONTINUE AS USUAL.

FULL LOCKDOWN

This signifies an immediate threat to the setting and may be an escalation of a partial lockdown.

All staff are vigilant and if they see something which is likely to cause harm they immediately shout "LOCKDOWN, LOCKDOWN, LOCKDOWN", so that everyone can hear.

On hearing alarm all staff to bring children and registers inside and to follow CLOSE & LOCKDOWN procedure

Procedures

Partial Lockdown

What usually happens during partial lockdown?

"Partial lockdown" is shouted by manager throughout the setting.

1. All outside activities cease immediately, children and staff return to the building.
2. All staff and children should remain in the building and external doors and windows locked
3. Free movement may be permitted within the building dependent on circumstances.
4. In the event of an air pollution or chemical, biological or radiological contaminants issue, air vents, fans, heating and air conditioning systems should be closed/turned off.
5. Seal up all the cracks around the doors and any vents into the room - aim to minimize possible access points.

Full Lockdown

FOLLOW THE CLOSE PROCEDURE - An easy way to remember
FULL LOCKDOWN

Close all windows and doors

Lock up

Out of sight and minimise movement

Stay silent and avoid drawing any attention

Endure - be aware that you may be in lockdown for sometime.

The following steps provide guidelines for staff, students and visitors in an emergency situation.

1. On hearing the lockdown signal the manager will call for assistance 999.
2. Staff to bring all children in immediately
3. Staff will check that all outside doors are shut - front and back.
4. Staff to guide children to the designated area:
Preschool building - Middle hallway between classroom and quiet room.
Toddlers - hallway outside children's toilets.
Baby unit - Kitchenette.
5. Staff to shut all windows and doors.
6. Pull blinds and keep children away from the windows.
7. Turn off lights, computers, mobile phones.
8. Children and everyone to be silent.
9. Everyone to remain calm and out of sight.
10. Staff to collect first aid box, phone and registers.
11. Check registers.
12. Supervise ensuring everyone remains calm, out of sight and quiet.
13. No one should be allowed out of hallway during lockdown.
14. Remain in lockdown until all-clear is given by police.
15. On being told to do so by the police we will ring parents/carers to notify of incident.
- 16.

If a group are on an outing when incident occurs, staff member to ring and tell them not to return to nursery until the all-clear has been given. If it is safe the group should stay where they are.

If they are on their way back they must turn round and go back and stay there until otherwise instructed. Staff will have a mobile on them they should ring police and ask them for advice. Instructions from the police should be followed and parents informed. If safe to do so the parents/carers to collect children from venue.

PARENTS SHOULD NOT:

- Contact the setting during the lockdown as this could block telephone lines that are needed for contacting emergency services
- Should not come to the setting during lockdown as this may place themselves and others in danger.
- Wait for the setting to contact them about when it is safe for them to come and collect their child.

A lockdown will be initiated by a recognizable signal - staff shouting x3
LOCKDOWN, LOCKDOWN LOCKDOWN

AFTER a lockdown has taken place a letter to

parents will be sent home asap to explain context of incident.

Following the need for lockdown the management will create a full report of the event. Policies and procedures will be reviewed as soon as possible to identify any areas for potential development.

A notification of significant incident will be made to Ofsted within 14 days - or asap after lockdown.

LOCKDOWN procedures will be discussed at staff meetings and should it be decided that a drill is required, parents will be notified before this takes place and the practice made less concerning for children.

Date: 02/10/2025

Hayley Donoghue

Karen Elliott