



Windmill Crescent
Castlecroft
Wolverhampton
WV3 8HU
T: 01902 539500

E: enquiries@smestow.org
www.smestow.org

Head of School: Mrs A Lawrence
Executive Headteacher: Mrs K Inscker

Friday, 01 March 2019

Dear Parents and Careers,

Re: Lockdown Procedure - Practise Scenario

As part of the School's emergency response plan we have created a lockdown policy to warn staff and students if there is a risk from an intruder. I must reiterate that this is highly unlikely.

There will be a practise scenario carried out next week. Students will be informed that they **must not** use their phones during the lockdown.

Please be assured that we have not received any information to indicate that the school is at risk from an intruder, but it is essential that we take every step to ensure the students' well-being.

I would be grateful if you could discuss this matter with your child to stress the importance of their co-operation during the practise and our expectations that they will do this in a calm and orderly manner.

Thank you for your support.
Yours sincerely,

Mrs Lawrence
Head of School