

## **LOCKDOWN PROCEDURES**

### **DEFINITION OF LOCKDOWN**

A lock-down of the school will be implemented anytime students need to be contained and protected inside school buildings, so not limited to but inclusive of for example; • A chemical spill, which could put students and staff at risk of toxic inhalation if allowed outside. • A person on the school site who could pose the risk of a hostage situation. • An armed (posing an immediate threat to life, eg, with a gun, knife, explosive etc) or unarmed intruder inside the building.

### **LOCKDOWN ACTIVATION**

**Police may also request a lockdown as a result of a situation happening within the immediate environs of the school. The school has internal procedures to follow.**

### **OTHER STAFF**

#### **PRINCIPAL**

Has initial responsibility for lockdown but at the point that the Police are advised then they and any other relevant emergency service assume that responsibility.

**PARENTS**-Please stay out of the school. Check school Facebook page -you will be directed to the Central District Police Facebook page for further update and instructions on release. For any further information call the police 06 351 3600. Do not call school as phones will not be answered. Answering may alert offender to where people are.

**EMERGENCY SERVICES**- Once police have been called then all operations are led and managed by them. This includes but is not exclusive of the safety and release of those on site, the detainment of the unknown person, the communication with media, parents and liaison with school via the principal or delegate via cell phone.

### **DEACTIVATION**

Only when police have advised that the lockdown is over will the call be made to deactivate the lockdown via the etap mobile app by the Principal who will assume responsibility for any post lockdown requirements. A text will be sent to those for whom we have contacts set up to advise of the deactivation.

### **SWIMMING POOL**

If children are at pool and lockdown is activated by the school then teachers will be alerted via eTap. Children will be kept at the pool until advised by police to move and exit. Children to follow Teachers and the Police instructions.