



Carleton High School

Green Lane Carleton

Pontefract

West Yorkshire

WF8 3NW

T: 01977 781555

W: carletonhigh.patrust.org.uk

E: admin@carletonhigh.patrust.org.uk

8 December 2023

Dear Parents/ Carers,

Practice Lockdown Drill

All schools in England have a legal requirement to have in place a lockdown policy. We have recently updated our policy and will be conducting a practice drill.

The purpose of this practice is to ensure that students are familiar with the necessary procedures in the very unlikely event of an incident that requires us to lockdown the school. We want to reassure you that this is a **routine practice** and **not** a response to any specific threat.

During the practice, students will be guided by their teachers through the process. Students will be well briefed beforehand with a step-by-step guide and bespoke briefing for some students with SEND. This practice will help them understand the importance of following instructions and remaining calm during emergency situations.

If your child has any concerns or questions, please advise them to speak with their Student Liaison Officer.

If you have any questions or require further information, please contact the school office at admin@carletonhigh.patrust.org.uk.

Yours faithfully

Mrs K Hodges
Deputy Headteacher