

FAKENHAM
ACADEMY

March 2026

Dear Parents and Carers,

We are writing to inform you about an important practice event that will be taking place at our school next week on Monday 23rd March.

To ensure the ongoing safety, wellbeing and understanding of all our students and staff, we will be conducting a **practice lockdown drill** on Monday 23rd March at 10:40am. This drill forms part of our continued commitment to maintaining a safe and secure environment for everyone at school.

During the drill, students and staff will practice the procedures that would be followed in the unlikely event of an emergency that required a lockdown. Just like our regular fire drills, lockdown practices are now an expected part of the school year and are carried out using different scenarios to help everyone understand what to do.

We appreciate that these types of drills can sometimes raise questions or concerns. Please be reassured that **this is a routine, precautionary practice** intended to help prepare students and staff for various emergency situations. We aim to keep the experience as calm and controlled as possible. Our staff will guide students through each step, providing clear instructions to students throughout the drill. In previous drills, our students have been exceptional, demonstrating maturity and responsibility, something we are very proud of.

To help avoid any worry, students have already been informed and reassured about the upcoming drill through assemblies held this week. The information was shared in an age-appropriate manner, and students were encouraged to ask questions or express any concerns they may have. Our priority is to ensure that all students feel safe, informed and supported throughout the process.

As part of the preparation for the lockdown drill, students have been briefed on different scenarios that may trigger a lockdown. These are designed to help students understand what they need to do in different situations. The scenarios discussed are as follows:

Scenario

The incident occurs when students are in lessons. The lockdown bell will ring as one of the following situations has occurred. In all these situations the response from the children would be the same.

1. A fire or chemical gas incident in the local area that is polluting the air
2. A dangerous dog has got onto the school grounds
3. An unknown person has gained access to the school grounds and is a potential threat.

Kind

Ambitious

Determined

Headteacher: Mr G Green



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If you have any questions or would like further information about the lockdown drill, please feel free to contact the school office at 01328 851039 or e-mail office@fakenhamacademy.org . We are happy to assist and provide any clarification you may need.

Thank you for your continued support in helping us keep our school community safe. We appreciate your understanding and partnership.

Yours sincerely

G Green

Mr G Green
Headteacher