



Health & Safety Update

Dear Parents and Carers,

We currently run half-termly fire drills to ensure staff and pupils are aware of safe ways to evacuate the building in the event of a fire alarm. These run very smoothly and usually result in complete evacuation of the school building in less than five minutes.

We also have a Stay Safe Plan (SSP) that is part of our Health & Safety procedures. On very rare occasions it may be necessary to seal off the school so that it is not able to be entered from the outside. This will ensure that pupils, staff and visitors are safe in situations where there is a hazard in the school grounds or outside the school in the near vicinity.

Incidents could include the following events:

- Close proximity of a dangerous animal
- Severe weather
- Flooding
- Risk of air pollution (eg smoke, chemical leak from nearby buildings)
- Major fire in the vicinity of school
- Incident at train station

SSP drills take place once a year to ensure everyone knows exactly what to do in such a situation and to review current practices. This year's drill will take place on Friday 23rd January, with all children being supervised by their class teachers in their normal classrooms, with the drill lasting for a short five-minute period. As with our fire drills, a register will be taken by class teachers to ensure the safety of all pupils during SSP drills.

In the unlikely event that we have to put this process into action in the future, we will ensure that parents are aware of this and of any collection arrangements.

Thank you for your co-operation.

Yours sincerely,

Paul Barber

Mr P Barber

Deputy Headteacher & Health and Safety Co-ordinator

Westacre Middle School • Ombersley Way • Droitwich • WR9 0AA
Telephone: 01905 772795

Email: office@westacre.worcs.sch.uk
www.westacre-middle-school.co.uk

Headteacher: Mrs D M Evans