



Believing and Achieving Together

Sign:

Date: March 2023

Review: March 2025 or sooner if required

Critical Incidents

We believe it is essential to have in place set procedures to deal with any incident occurring within or outside the school boundary that poses a risk or potential risk to the well being of the school community.

Incidents may include:

- abduction of a pupil
- asbestos disturbance
- bomb alert or explosion
- break-in
- chemical or biological contamination
- fire
- flu pandemic
- illness or epidemic affecting staff or pupils
- loss of access or accommodation
- missing person
- power failure
- serious injury
- severe weather
- vandalism
- violent intrusion

Aims:

- To have in place set procedures to deal with incidents which threaten the health and safety of our pupils and school personnel.

Procedure:

Critical Incident Management Team (part of Resource Management)

The critical incident management team will take the lead in an emergency and take the appropriate course of action.

Key Responsibilities

Each member will be allocated key tasks.

Records

Detailed records will be made of the incident which will be essential in any post-incident inquiry.

Informing

The Emergency Services, LEA and the Chair of Governors will be informed immediately.

Liaison

Constant liaising with the Emergency Services, LEA and other agencies is vital.

Communicating

Good lines of communication with parents, staff and pupils are essential.

Simulation Exercises

Simulation exercises should be undertaken in order to test the effectiveness of the set procedures.

After Care

Support from the LEA and other agencies will be offered to individuals affected by stress or emotional trauma.

Normal Routines

After an appropriate period normal routines should be established.

Post-Incident Review

A review of the effectiveness of the response to the incident is vital in order to re-assess procedures and make appropriate improvements.

Effectiveness

We believe this policy will be effective only if we ensure consistency across the school by regular monitoring.