



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.