Sign:

Date: March 2021

Review: March 2023 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.