Quality Improvement Framework
Section 1 – Safeguarding

Leicester City Council

Subsection: Lockdown Procedures (Invacuation)

Guidance Notes	Reflective Questions	Resources	Your Evidence
In case of a physical assault or a threat of mass harm to children and staff, it is important that providers are prepared. If you are an EY provider with a setting on a school site/have links with a school as part of your routine practice e.g. you provide school run services, it is advisable that you establish their major incident plan and its potential impact on you/your provision. For best practice this would be reflected in your own emergency procedures and supporting policies. **Things to consider** • Preventative measures: Risk assessments in place, drills, security of premises • Policies and procedures: determine the level of concern • Emergency plans; initial responsive action to take, contingency plans • Communication; with emergency services, keeping alert to news updates, keeping parents and carers informed of the situation etc. Please note that this list is not exhaustive. It is advised that providers research best practice and tailor this to their setting.	• Do you have in place a procedure to follow should a major incident occur? • If so, does your procedure take in to account ongoing communication with parents? • If not, what initial steps do you now need to take? e.g. research best practice, discuss with local schools and providers the action they would take and consider how you could be consistent, carry out some initial risk assessments considering potential major incidents such as natural disasters, terror attacks etc. • Are children familiar with the lockdown procedure? • How can you best prepare children for the situation in which the lockdown procedure is executed? • How can you ensure that the lock down procedure is effective?	Q Cards Lockdown Procedures Training Useful Links: Developing Dynamic Lockdown Procedure	Guidance note: Remember to date your evidence to allow you to revisit and review relevance.