

7th September 2026

Dear Parents and Carers,

Invacuation Practice – Wednesday 23rd September

As part of our ongoing commitment to safeguarding and ensuring the safety of everyone in our school community, we will be carrying out an invacuation practice on Wednesday 23rd September.

An invacuation is a safety procedure used when it is safer for pupils, staff and visitors to remain inside the school building rather than go outside. During an invacuation, pupils and staff move into the building, secure themselves in their classrooms or designated areas, and continue to follow staff instructions until the procedure is completed.

Schools are required to practise a range of emergency procedures so that everyone knows what to do should a real situation ever arise. While the likelihood of needing to use this procedure is extremely low, practising helps to ensure that pupils and staff can respond calmly, confidently and safely if required.

The practice will be conducted in a sensitive and age-appropriate manner. Staff will explain the procedure to pupils beforehand, and we will ensure that the exercise is completed as smoothly as possible. The purpose of the practice is simply to familiarise everyone with the procedure and to help us review our arrangements.

If you have any questions about this practice, please do not hesitate to contact the school office.

Thank you for your continued support.

Yours sincerely,



Miss Watson
Headteacher