



RANDWICK PARK SCHOOL

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PRACTICE LOCKDOWN

FRIDAY 27 SEPTEMBER, 12:30 PM

Dear Parents/Whānau,

As part of keeping our school safe, we need to be able to respond safely and quickly to a range of emergency situations.

We work alongside an independent company, Harrison Tew[®], which specialises in emergency management planning for schools. As part of maintaining our emergency procedures, specialised training is being conducted with our senior leadership and staff by Harrison Tew[®].

Our tamariki will also receive information on how to respond in an emergency directed at their respective age groups from either their teacher or Harrison Tew[®].

As part of this, on **Friday at 12.30**, we will then be conducting a lockdown exercise under the guidance and support of Harrison Tew[®].

During the exercise you will receive a notification from our school, so your emergency contact details must be up-to-date and correct. The notification will emphasise that this is an **exercise/practice** and will explain that all updated information will be posted on Hero and the school website.

In a genuine incident, should you become aware of a lockdown or evacuation at the school, please do not attend the school or phone, as we will not be able to respond. Your presence or contact may make it more difficult for us or the emergency services to manage a situation.

We thank you for your support.

Ngā mihi nui

Karen McMurray
Tumuaki/Principal