



Bretherton Endowed CE Primary School



SCHOOL EMERGENCY PLAN

Sept 2025

Statement

Bretherton Endowed CE Primary School is totally committed to ensuring that in the event of a major incident, the school will provide a high level of care and education for its population. The Director of Children's and Young People's Services will be informed immediately that this plan comes into effect.

The Head Teacher and Governing Body of Bretherton are responsible for annually reviewing the plan and identifying areas of weakness.

The school is responsible for updating relevant sections of the plan on a regular basis.

Definition

A major incident may be defined as a physical or psychological trauma that has a severe immediate impact and likely long term effect on pupils, staff, Governors or parents. It may involve significant threat, damage or injury to property and/or individuals.

Aims

- To take rapid and appropriate action
- To provide accurate information
- To minimise educational and administrative disruption within school
- To provide immediate, sensitive and non intrusive support
- To maintain a duty of care to pupils, staff and visitors
- To enable normal working to be resumed in the shortest possible times
- To liaise with appropriate agencies

Objectives

- To ensure control is established at a senior level within school at the critical early stages of a major incident
- To provide director of CYPS a detailed list of actions to cover the initial period following a major incident, up to and until the repaired or rebuilt premises are reoccupied. It is impossible to predict when a major incident may occur or what form it may take but the following may be considered as examples:

In school

- A deliberate act of violence, such as use of knife, firearm on either a member of staff or pupil.
- A school fire
- The destruction or serious vandalism of part of the school
- Public health threats (pandemic influenza)
- The loss of water or heating Outside school
- The death of member of staff
- Missing person/abduction
- Transport related accident involving pupils or members of staff
- Incident which affects access/egress within school
- A more widespread emergency in community (hazardous substance)
- Death or injury on residential visit
- Civil disturbance and terrorism Dealing with a 'low incidence, high consequence' emergency will always be a challenge and the amount of preparation which is reasonable should always be balanced against an assessment of risk.

The following must be remembered:

- It will be followed as closely as possible
- That designated personnel understand their tasks and are competent in carrying them out
- That other people do not take unilateral actions
- That consideration and sensitivity is shown by all

- That pupils, staff and parents are protected from press intrusion
- That normal business be resumed as soon as possible Important to note that if the Head Teacher is involved in the major incident, that the response mechanism should proceed effectively.

All members of the Major incident kit, policy and CYPS advice at home and at school within the grab bag.

They will be aware of the roles, have contact numbers for each other for 24 hour contact, have on call rota for any member who is not available in event of school trip.

School will update the communication details and guidance within the Full Critical Incident Plan.

This overview policy has been ratified by Governors Sept 2025

Reviewed annually