



Belmont Community Primary School

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5th October 2026

Dear Parents and Carers,

Lockdown assembly and practice

Today we held a whole-school assembly about our lockdown procedure, which we will practise with the children later this week. Like our fire drills, this is a routine part of keeping our school safe and is not in response to any concern or known risk at Belmont.

What is a lockdown?

A lockdown is used when it is safer for everyone to stay inside the school building than to go outside, for example if there was a loose dog on the school field or smoke from a nearby fire.

What we talked about in assembly

We kept the assembly calm, positive and age-appropriate, using the story of a friendly but very bouncy dog that has wandered onto our field. The sensible thing to do is for everyone to come inside while the grown-ups help the dog get home safely.

The children also listened to our lockdown alarm so they can tell it apart from the fire alarm, and learnt a simple rule:

- **Fire alarm:** we go OUT.
- **Lockdown alarm:** we come IN, stay quiet and wait for the all clear.

Your child may mention it at home

Your child may talk about the new alarm, the dog story or the practice. If they do, it helps to keep the conversation light and reassuring: it is just a practice, every adult in school knows exactly what to do, and their job is simply to listen to their teacher and stay calm. If your child seems worried, please speak to their class teacher.

In the unlikely event of a real lockdown

We would contact you as soon as it is safe to do so. Please do not come to the school or telephone the office during a lockdown, as this keeps the phone lines and site clear.

Thank you for your support in helping our children feel safe, calm and confident in school. If you have any questions, please contact the school office.

Yours sincerely

Jamie Allsopp

Headteacher

Belmont Community Primary School

