

Education Outside the Classroom (EOTC)

EOTC is considered an important part of the learning programme. As there are different levels of risks involved in various events students may bring home notices of planned trips and we may need the permission slip to be signed and returned to school prior to these outings. All permission slips are to be returned into the office 'Drop Box'.

EMERGENCIES - Fire, Flood and Earthquake

Please note it is essential you keep us informed of any change in your contact details.

Drills are held each term. All pupils and parents must keep calm and follow the instructions of the fire warden. Please note: Parents and visitors on site during a drill or real evacuation **MUST** follow the directions of the site warden and join evacuation actions.

For Fire, a continuous hand bell will signal teachers to evacuate children to the assembly point on the field. In the event of a real fire, students will be released to parents from this point once the roll has been called and the warden has given the all clear.

For Earthquake, students are instructed by the adult they are with at the time. The bell will sound when it is considered safe for students to move to the assembly area. The collection of students will proceed as above.

For Flood, every parent will be emailed to advise if the school is closing. Collection will be expected in the following hour; flooded water can effect the sewerage and toilet systems. It is a good idea to have contact details of other parents in your child's class in case you are unable to get to school. Please ensure your contact details are up-to-date with the school office.

Other emergency procedures are contained in school policies available to view in Schooldocs. Common sense must prevail at all times to ensure everyone's safety.