

29 September 2017

Dear Parents/Carers,

We have all enjoyed a purposeful and positive beginning to the academic year with all students looking smart and enjoying their school routines again. Thank you for your support and cooperation in helping us improve our uniform standards. The new table tennis tables are proving popular across all year groups and we will continue to grow our community projects during the year. If anyone is able to support the school with a very small landscaping project, please do get in touch.

Safety is our number one concern at St Katherine's and during the summer term we have reviewed our procedures for keeping our site safe at all times. For school trips we have been working with staff and students on the RUN TELL HIDE principles and provision for this is covered within our comprehensive risk assessments for all trips. We will be sharing a new government video with students in the coming days.

We carried out a practice fire evacuation this week and all our young people and staff were evacuated safely and calmly. This term we are working with staff and students to explain our lockdown procedure. Evacuation or lockdown procedures are another sensible and proportionate response to any external or internal incident which has the potential to pose a threat to the safety of staff, students and all visitors within school. Lockdown procedures may be activated in response to any number of situations, but some of the more typical might be:

- A reported incident / civil disturbance in the local community (with the potential to pose a risk to staff and students in the school)
- An intruder on the school site (with the potential to pose a risk to staff and students)
- A warning being received regarding a risk locally, of air pollution (smoke plume, gas cloud etc.). For example, Avonmouth Siren.
- A major fire in the vicinity of the school
- The close proximity of a dangerous animal roaming loose

We will be talking to the students about this before the end of term and will be carrying out staged and controlled procedures, working with tutors and heads of year to support our young people.

Should you have any questions or concerns please do not hesitate to get in touch.

Yours sincerely

**Justin Humphreys**  
**Head of School**