



Horsforth School

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Headteacher: Dr P C Bell

Our Ref: PCB/TRH

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Dear Parent/Carer,

I am writing to you today as I want to address some things which came up in the trial that concluded last week and some things which are happening nationally. I do apologise that I am only writing to you now but I have been unable to address this matter whilst the trial was ongoing.

Firstly, our thoughts remain with the family and friends of Alfie and anyone affected by the tragic events in November.

As Headteacher of Horsforth School my priority is always that students and staff should feel safe and be safe and I am confident they are. The purpose of my letter today is to let you know what we have done, what we are doing and what we plan to do to keep students and staff safe.

When we have information/suspicion that a young person has a banned item (such as a vape) we always search and like every secondary school, we have search protocols and students are very aware of what is not allowed in school. More detailed information on this can be found in our Positive Behaviour Policy (appendices 15 & 16) which is available on the school website: <https://www.horsforthschool.org/wp-content/uploads/2023/07/Positive-Behaviour-Policy-2023-2024.pdf>

All staff have access to an 'emergency button' and the school has invested in fences, electronic security gates and doors over the past 6 years. Access to our site is restricted. I am confident that we are as secure as any secondary school reasonably can be.

I would also like to acknowledge that there have been some upsetting incidents in schools nationally and, whilst the chances of this happening at Horsforth are extremely low, we are prepared if there is an intruder on site.

It is standard health and safety practice for schools to have lockdown procedures in place as it is good practice for schools to prepare for all situations regardless of how unlikely their occurrence may seem.

We have a clear lockdown protocol which is triggered by 5 rings of the school bell and we will be refreshing the awareness of this procedure with staff and students in the coming weeks. Students and staff are then required to stay quietly in their classroom with locked doors or get to the nearest classroom and shelter.

'Opportunity and achievement for all'

I just want to reiterate that the chances of this happening are extremely small but I wanted to let you know of our preparation and that we have had this in place for a number of years now.

Finally, thank you for your patience and understanding. I understand this letter may raise anxiety and/or questions for some parents which is not our intent so please contact us and let us know if we can help in any way.

Yours faithfully

Dr P Bell
Headteacher