BRACKNELL FOREST BOROUGH COUNCIL

DEPARTMENT OF EDUCATION

NOTICE TO PARENTS OF PUPILS ATTENDINGMAINTAINED PRIMARY, SECONDARY AND SPECIAL SCHOOLSIN BERKSHIRE WHO LIVE IN THE VICINITY OFBROADMOOR HOSPITAL

1. If there is an escape, the warning sirens will sound, and all schools within approximately seven miles of Broadmoor Hospital will be notified. The warning siren is routinely tested each Monday at 10.00 am for 2.5 minutes. After a break of 2 minutes the all clear siren is also sounded for.2.5 minutes.

2. Schools will stay open and operate as normally as possible.

3. Parents who know of an escape before their children leave home for school will be expected to make arrangements for escort.

4. Where an escape occurs before the lunch break, pupils will be kept at school at midday unless collected by their parents, and will be provided with a meal to the extent which the emergency arrangements allow. Parents will be asked in due course to pay the appropriate charge for the meal provided. If parents decide to collect their children at midday, they must be responsible for their safe return to school in the afternoon. If the emergency extends to the end of afternoon school, no child attending an infant, junior or primary school will be allowed to leave the safety of the school premises unless collected by a parent or responsible adult known personally to the staff, or in exceptional circumstances, a responsible adult known personally to the child. Headteachers of secondary schools have discretion to allow pupils to go home unaccompanied where the authority for this has been received from parents in writing.

5. On subsequent days, parents will be solely responsible for the safe conduct of children to and from school, or to and from pick-up and setting-down points for school transport.

6. Parents should discuss with headteachers any special difficulties, which are likely to arise in individual cases.

7. If an escape takes place, parents are asked to keep telephone calls to the school to an absolute minimum.