



Ref: LJE.2018.Letters.012

# St Bernadette's Catholic Primary School

DEVONSHIRE ROAD, BISPHAM, BLACKPOOL FY2 0AJ

Tel: 01253 353641

E-mail: [admin@st-bernadette.blackpool.sch.uk](mailto:admin@st-bernadette.blackpool.sch.uk)

[www.stbernadette.schudio.com](http://www.stbernadette.schudio.com)

12<sup>th</sup> December 2018

Dear Parents/Carers

We would like to thank you for the patience shown on Friday when the fire alarm sounded at the end of the school day. This was not a drill and it did raise some concerns about evacuation procedures when parents are on the premises.

Some parents were almost insistent on asking staff to enter the building during this process to collect jumpers and bags and had to be firmly told that we could not enter. This is part of the safeguarding procedures for all concerned. Should this happen in the future, we would like parents to follow the fire procedures as set out below:

- Move away quickly from all exits to allow the evacuation process to take place as quickly as possible.
- Allow the teachers to take their class to the designated fire meeting points on the MUGA.
- Allow teachers to do a headcount/call the register and for children in their class.
- Wait until given the all-clear from the senior management or fire brigade before returning to the building.
- Please do not ask for your child to be handed over during the evacuation.

Teaching staff have a duty of care to the children as they continue to be their responsibility until handed over to parents. We would ask for your patience and support in carrying out these safety procedures should the alarm sound during collection of your children in the future.

Another concern we have is that we have regularly sent out messages, via the newsletter and texts, for you not to park in front of the large gates which do say 'NO PARKING.' On investigation, the alarm was going off in the afterschool club, so had there been a fire on Friday, the emergency services would not have been able to get onto the premises, via this exit, due to cars being parked there. Other parents have also raised concerns on this issue and in the past we have involved the community police to support us with this matter where some parents may be issued with a warning or a penalty notice. We have now placed warning bollards in the no parking space which we hope will deter people from parking there. We appreciate that parking is an issue around the school, but this is a similar situation to other schools in the area who have to park a little away from the school and walk to the gates.

Thank you for your support with this safeguarding matter.

Yours sincerely,

*Karen Pearson*

*Alexis Satterthwaite*

**Karen Pearson**

**Alexis Satterthwaite**

**Acting Headteachers**

