

PEMBURY SCHOOL HOUSE NURSERY



CHILD PROTECTION

Terrorism, Bomb Threat & Suspicious Packages Procedure

(information in this document has been taken from the government website for terrorism and bomb threat guidance).

Terrorism

The most significant terrorist threat comes from international terrorism. As a number of recent European attacks have showed, attacks may be mounted without warning.

In the rare event of an attack we will follow the government guidelines for a 'Stay Safe' approach, calling 999 following the response from the operator. We will consider the safest options to either run or hide. Leaving all belongings behind and gathering all children in our care.

The legal framework supporting this policy is:

Counter Terrorism and Security Act 2015.

Children's Act 2006 Section 40 – Duty to implement Early Years Foundation Stage.

Bomb Threat

The vast majority of bomb threats are hoaxes designed to cause alarm and disruption. As well as the rare instances of valid bomb threats, terrorists may also make hoax bomb threat calls to intimidate the public, businesses and communities, to draw attention to their cause and to mislead police. While many bomb threats involve a person to person phone call, an increasing number are sent electronically using email or social media applications. No matter how ridiculous or implausible the threat may seem, all such communications are a crime and should be reported to the police by dialling 999. It is important recipients – either victims or third-parties used to pass the message – have plans that include how the information is recorded, acted upon and passed to police using the checklist held in the policy file.

If a bomb warning is received staff have a duty to prevent panic among the children and their colleagues.

Actions to consider

Responsibility for the initial decision making remains with the management and staff and is determined by knowledge of the location being threatened and the information being presented. Do not delay your decision making process waiting for the arrival of the police. Police will assess the credibility of the threat at the earliest opportunity. All bomb threats should be reported to the police and their subsequent advice followed accordingly. It is essential that appropriate plans exist, they should be event and location specific. Venue options manage the risk include:-

External Evacuation

- Leaving the venue will be appropriate when directed by police and/or it is reasonable to assume the threat is credible, and when evacuation will move people towards a safer location.
- Alert everyone in the nursery and school by using the fire alarm system and evacuate the building.
- All staff and children should assemble in one of two assembly points determined by the information gathered ie. the location of the bomb threat; priority given to the school field the

same as the fire evacuation, well away from the school car park and buildings, second location is 'Downingbury Farm' via Church Road.

- **Call the Police.**
- **Neither staff nor children should attempt to search the building.**
- **An overriding priority is the safety and supervision of the children.**
- **No one should return to the building until the police declare that it is safe.**

Internal Evacuation

There are occasions when it is safer to remain inside. Staying in your venue and moving people away from external windows/walls is relevant when it is known that a bomb is not within or immediately adjacent to your building.

If the location of the device threatened is unknown, evacuation represents a credible and justifiable course of action.

Decision not to Evacuate

This will be reasonable and proportionate if, after an evaluation by the relevant manager, the threat is deemed implausible (eg. a deliberate hoax). In such circumstances police may provide additional advice and guidance relating to other risk management options. It may be considered desirable to ask staff familiar with the venue to check their immediate surroundings to identify anything out of place.

Incendiary Device

- **Incendiary devices are generally designed to ignite after a pre-determined time. Staff should not hand a suspected device, as it could kill or maim anyone nearby. The immediate vicinity should be evacuated and the Head of the nursery and school informed. The Head of nursery/management will arrange for the emergency services to be called.**

Suspicious Packages

- **If staff receive a suspicious package, which could contain an explosive device, they should put it down very gently and walk away. The package should not be immersed in water, nor should anything be placed on top of it.**

Suspicious Packages – Other

- **The package should be isolated. Close all doors and windows in the room to contain the package and prevent possible contamination over a wider area. Inform the Head of nursery/management and call the emergency services. Because of possible contamination all staff in the room should remain in the room/area to await further instructions. Under no circumstances leave the room unless instructed to do so by the management or emergency services.**

Checking your venue for suspicious items

Regular searches of your establishment, proportionate to the risks faced, will enhance a good security culture and reduce the risk of a suspicious item being placed or remaining unnoticed for long periods. Additionally, if you receive a bomb threat depending upon how credible it is, you may decide to conduct a search for suspicious items.

This policy was updated and adopted by the Trustees of Pembury School House Nursery.