

4.13 SHELTER PLAN

- a. Emergencies may very occasionally arise when it is safer for the members of a school to remain within the school building beyond normal school hours. These would be very rare indeed, e.g. a factory fire with hazardous fumes or a terrorist attack. In these situations it is essential that all doors and windows be kept shut. All appliances, such as extractor fans and air conditioning, will be switched off. Senior staff will wait for the all clear from the emergency services or LA. If telephone lines are down or busy, listen to the radio or TV. It may be necessary to maintain this situation for several hours, or even overnight. In very extreme circumstances it will be safer for children to be kept in the school for a long period even without food and blankets.
- b. The emergency services will advise on appropriate public warning/informing messages to be considered for advising parents/carers. The emergency services will provide assistance.
- c. Where appropriate, notify the LA Home to School Transport team ([see contact details in 4.04](#)) and any after-school users.