

Thursday, 5th February 2026

Dear Parent/Carer,

Emergency Drills

At Grace Academy the safety of our students and staff and any persons on site is paramount. We are required to run regular practice drills for potential emergencies that can occur and we regularly run fire drills where we practice evacuating the building in an orderly manner with the students.

We are also recommended by the Department for Education to run regular lockdown drills. A lockdown is a rehearsed crisis response plan for when there is an actual or perceived threat of harm to students, staff and/or visitors. The difference between a lockdown and a fire drill is that because of the nature of the perceived threat it may not be necessary to evacuate the school building but instead for those in the building to hide quietly. The alarm for a lockdown is also different with a continuous announcement of "the Academy is in lockdown" which may be heard in the local community.

We sincerely hope it will not be necessary to action a genuine lockdown, however, we should always be prepared so that if this were ever to be the case we would be able to implement this as calmly and as quickly as possible.

We have already held assemblies with the students earlier at this year around our emergency procedures to prepare them for any fire evacuation and lockdown drills and allowed them to ask any questions they may have had. We are mindful of the anxiety this may cause your children and would ask you to calmly discuss lockdown drills with them and remind them how important it is to practice. We are unable to inform you in advance of the timing of the drills because of the need for the drill to be responded to as if it is a spontaneous occurrence. You will, however, be informed once we have run a lockdown drill.

Should you have any concerns please do not hesitate to contact the Academy at coventry@graceacademy.org.uk.

We thank you for your continuing understanding and support.

Yours sincerely,



Mrs E Wheller
Associate Principal



Executive Principal:
Mrs N Bryan

Associate Principal:
Mrs E Wheller

