



## **TERRORISM POLICY (MARTYN'S LAW)**

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<b>Person responsible for policy:</b>	Head Teacher – Emma Shaw Estates Manager – James Howard
<b>Date approved:</b>	July 2025
<b>Review date:</b>	July 2026

### **INTRODUCTION**

At Park Lane School we are committed to ensuring the safety and security of our students, staff, and visitors. In accordance with Martyn's Law (Terrorism Protection of Premises Act 2025), we have implemented measures to assess and mitigate risks associated with potential security threats.

### **SCOPE**

This policy applies to all school premises, including classrooms, playgrounds, assembly halls, and any events hosted by the school.

### **Risk Assessment & Preparedness**

- Conduct regular terrorism risk assessments to identify vulnerabilities.
- Develop and maintain evacuation, invacuation, and lockdown procedures.
- Schedule evacuation, invacuation, and lockdown drills at least twice a year.
- Ensure staff receive training on emergency response protocols.
- Ensure staff understand communication protocols during emergencies.

### **Security Measures**

- Implement controlled access to school premises.
- Install secure entry points with controlled access.
- Implement CCTV monitoring in key areas.
- Ensure clear signage for emergency exits and safe zones.
- Maintain effective communication systems for emergency alerts.
- Collaborate with local authorities and emergency services for security planning.
- Participate in regional security briefings and updates.

- Establish a direct reporting system for suspicious activities.

### **Compliance & Review**

- Appoint a designated security officer responsible for overseeing compliance with Martyn's Law.
- Adhere to Standard Tier requirements under Martyn's Law.
- Establish a security committee to review and update safety protocols regularly.
- Keep detailed records of risk assessments, drills, and security incidents.
- Conduct annual reviews of security policies and procedures to align with evolving threats.

### **Communication & Awareness**

- Educate students and staff on emergency response actions.
- Engage with parents and the community to promote security awareness.
- Provide clear signage and guidance on safety protocols
- This policy ensures compliance with Martyn's Law while fostering a safe learning environment.

### **MONITORING AND REVIEW**

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Prepared by: Emma Shaw and James Howard in accordance with Martyn's Law

Date: July 2025

### **Appendix**

#### **A1. Lockdown and Evacuation Flowchart**

- The following visual outlines the lockdown and evacuation steps in a clear, accessible format for staff and pupils:



#### A2. Personal Emergency Evacuation Plan (PEEP) Template

Name: \_\_\_\_\_  
 Class/Year Group: \_\_\_\_\_  
 Support Needed: (e.g., mobility, sensory, communication)  
 Designated Staff: \_\_\_\_\_  
 Evacuation Route: \_\_\_\_\_  
 Communication Aids Used: \_\_\_\_\_

#### A3. Terrorism Risk Assessment Template

Date: \_\_\_\_\_  
 Assessed By: \_\_\_\_\_  
 Event/Location: \_\_\_\_\_  
 Public Access Level: High / Medium / Low  
 Threat Type: (e.g., hostile vehicle, lone attacker, bomb threat)  
 Current Control Measures:  
 Proposed Additional Measures:  
 Next Review Date: \_\_\_\_\_

#### A4. Visual Safety Cards (Sample)

These cards help communicate emergency actions in simple, visual ways:

- 🛑 STOP: Wait quietly with a teacher
- 🧑 STAY: Stay where you are
- 🚪 GO: Follow your adult to the safe place
- 🧘 CALM: Breathe slowly and stay calm

