



THE CONSORTIUM  
ACADEMY TRUST

17 November 2025

## **Penshurst Emergency Procedures**



**THE  
HESSLE  
ACADEMY**

**Penshurst Primary School**  
Winthorpe Road, First Lane  
Hessle, East Riding of Yorkshire  
HU13 9EX

**Hessle High School  
& Sixth Form College**  
Tranby House, Heads Lane  
Hessle, East Riding of Yorkshire  
HU13 0JQ

Tel: 01482 648604  
Email: [office@hessleacademy.com](mailto:office@hessleacademy.com)  
Website: [www.thehessleacademy.co.uk](http://www.thehessleacademy.co.uk)

Dear Parents/Carers

At Penshurst Primary School, the safety and wellbeing of our pupils and staff is our highest priority. As part of our commitment to maintaining a safe environment, we have a comprehensive emergency plan in place. This includes procedures for a range of scenarios, including lockdown situations.

We have recently reviewed and updated our lockdown procedure to ensure it remains robust and effective. An important part of our emergency planning involves carrying out regular practice drills. These help us to ensure that everyone knows what to do and that our systems work as intended.

We would like to inform you that we will be holding a lockdown practice during the week commencing 17 November.

Staff will speak to children beforehand to explain the purpose of the practice in a calm and reassuring way, making it clear that there is nothing to be worried about. The aim is to help children feel confident and prepared, not alarmed.

We would appreciate your support in reinforcing this message at home - letting your child know that this is just a practice, similar to a fire drill, can help them feel more at ease. Please see attached information that may help you to discuss this with your child.

Thank you for your continued support in helping us keep our school community safe.

Yours faithfully

Mrs C Shiels  
Headteacher