

## What to do in an emergency - guidance for students

The number for emergency services (ambulance, police and fire brigade) in the UK is **999**.

The school emergency number is **07985 026835**

In an emergency situation, our staff will tell you what to do. But there are some things you can do to be prepared:

- Make sure your phone is charged
- Put the school emergency number into your phone
- Sign and sign out as required so that we know where you are
- Be ready to tell a member of staff if you see something that doesn't look right

**Specific advice for attacks;** attacks in the UK do not happen often but if an attack happens you should:

<b>Run</b>	<ul style="list-style-type: none"> <li>- Escape if you can</li> <li>- Consider the safest options</li> <li>- Is there a safe route? RUN if not HIDE</li> <li>- Can you get there without exposing yourself to greater danger?</li> <li>- Insist others leave with you</li> </ul> <p>Leave belongings behind</p>
<b>Hide</b>	<ul style="list-style-type: none"> <li>- If you can't RUN, HIDE</li> <li>- Find cover from gunfire</li> <li>- If you can see the attacker, they may be able to see you</li> <li>- Cover from view does not mean you are safe, bullets go through glass, brick, wood and metal</li> <li>- Find cover from gunfire e.g. substantial brickwork / heavy reinforced walls</li> <li>- Be aware of your exits</li> <li>- Try not to get trapped</li> <li>- Be quiet, silence your phone</li> <li>- Lock / barricade yourself in</li> <li>- Move away from the door</li> </ul>
<b>Tell</b>	<ul style="list-style-type: none"> <li>- Call 999 - What do the police need to know?</li> <li>- Location - Where are the suspects?</li> <li>- Direction - Where did you last see the suspects?</li> <li>- Descriptions – Describe the attacker, numbers, features, clothing, weapons etc.</li> <li>- Further information – Casualties, type of injury, building information, entrances, exits, hostages etc.</li> <li>- Stop other people entering the building if it is safe to do so</li> </ul>