



Hartington Road | London | SW8 2HP
Headteacher – Mrs Peake
Executive Headteacher – Mr Toye



Thursday 10th September 2026

Dear Parents and Carers,

Today, we practised our termly **evacuation procedure (fire drill)**. Before the drill, children were reminded about what they needed to do and why we practise. We were extremely proud of them — they were calm, sensible and exemplary in following instructions and keeping themselves and others safe.

We will practise an evacuation at least once each term so that these routines become familiar to everyone in school.

Next week, we will also be practising our invacuation procedure. An invacuation is simply a procedure where children and staff remain safely inside the school building rather than leaving it.

There are a number of everyday situations where this might be the safest response, for example:

- an unsafe or dangerous animal on or near the school site;
- a significant incident or accident in the local area;
- severe weather or an environmental hazard outside;
- a situation outside the school where it is safer for children to remain indoors for a short period.

As with our fire drill, children will be **briefed beforehand in an age-appropriate and reassuring way**, so that they understand what to do without being worried or alarmed.

These procedures form part of our normal safeguarding and emergency planning arrangements. They also support our preparation for Martyn's Law, which introduces strengthened expectations around preparedness and keeping people safe in public premises.

Our aim is simply for children to know that, if an unexpected situation ever occurred, the adults around them know exactly what to do and they can calmly follow familiar routines.

Thank you for your continued support.

Yours sincerely

Mrs. Peake
Headteacher
On behalf of Herbert Morrison Primary School



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