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**Headteacher : Mrs Victoria Baldwin BSc (Hons) NPQH**

Friday 10<sup>th</sup> May 2024

Dear Parents/Carers,

### **Urgent Behaviour Incident Update**

I am writing to inform you about a serious behaviour incident that occurred this afternoon in Year 5 at our school. Unfortunately, we had a child in crisis who broke the window in a door with a chair. In response to this, we immediately removed the children to a safer location and our staff acted promptly to assist in calming the child in crisis.

I want to assure you that no children were physically hurt during this incident; however, it understandably caused fear and concern among some of the students. We have taken this opportunity to explain to the children the safety procedures that were implemented and to reassure them that they were swiftly and safely moved to a secure location before any danger could arise. Please reiterate this at home and reinforce this message to prevent further anxiety.

The safety and wellbeing of all our students are our top priorities, and we are continuously reviewing our procedures to ensure the security of our school environment. If you have any specific concerns or require further information about the incident, please do not hesitate to get in touch with us.

Yours sincerely,

Mr T Wyatt-Hughes  
Deputy Headteacher