



07.10.2025

Advance Consent for Emergency Site Evacuation and Release from School Care

Dear Parents and Carers,

As part of our commitment to safeguarding and ensuring the wellbeing of all pupils, we have established procedures for responding to emergency situations, including the possibility of a **full site evacuation**. Whilst we hope never to have to enact this scenario, following incidents locally and nationally, it is important we keep our emergency procedures under review.

In the unlikely event that a site evacuation becomes necessary, pupils may be moved to an alternative safe location off-site, under the supervision of school staff and in coordination with emergency services.

Depending on the nature of the emergency and following appropriate checks, we are seeking the advance consent of parents / carers for their child to be released from the school's care to return home, if it is deemed safe and appropriate to do so and if authorised by the Head of School and emergency services.

Please be assured that:

- Pupils will be always supervised until it is safe to release them.
- We will communicate with parents/carers as soon as possible via our usual channels to advise them of a site evacuation and that their child will be released from the care of the school.
- All procedures are developed in line with the Government's preparedness guidance.

Please confirm your consent by logging in to the Arbor Parent Portal via the App. If you are not yet using the Arbor Parent Portal follow these instructions to set up your account:

1. Go to <https://login.arbor.sc>
2. Click **Forgot your password?**

Lawn Manor Academy – Inspiring and Creating Futures for All



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The Arbor Parent App can be downloaded from either [Google Play](#) on android phones or the [Apple Store](#) on iPhones. If you have any questions or concerns about this process, please contact the school office.

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

Yours sincerely

Russell Langdown | Head of School

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