

Students with Disabilities - Personal Emergency Evacuation Plans

Dear Parent/Carer

We are continually reviewing and improving our emergency evacuation procedures and want to ensure that all students are able to leave the building safely in the event of a fire or other emergency. Students who have disabilities or significant special educational needs may potentially require additional assistance to leave the building in these circumstances.

We understand that the vast majority of students will be able to leave the building unaided; however, some may require additional assistance. The purpose of this letter is to ask whether you consider that your child requires a Personal Emergency Evacuation Plan (PEEP). If so, this will be drawn up with the full involvement of you and your child, to ensure they can leave the building safely in the event of an emergency.

The plan will contain the options you and your child wish to take in the event of a fire evacuation. The plan will also state who has been designated to assist them should they require this. We will draw up this PEEP in full consultation with you so that we find the best possible solution. The plan will then be incorporated as part of our evacuation procedure and copies will be given to you, your child, any persons designated to assist them, and our fire marshals.

If a PEEP is required, please indicate on the Microsoft Form and a member of staff will be in touch for further information.

Yours faithfully



Romina Goldsworthy
Director of Operations