

Broadwas CE Primary School, Broadwas on Teme, Worcester, WR6 5NE

Bomb Threat

Our Vision

As a church school, rooted in Christian values, our vision is inspired by the miracle of the loaves and the fishes. This demonstrates God's provision and care for us all through the generosity of one young child. By valuing each individual within our school family, we enable everyone to grow and flourish at Broadwas by providing a relevant, inclusive and knowledge rich curriculum in a stimulating, fun and loving environment.

At Broadwas we 'Live Our Values Everyday'

EMERGENCY RESPONSE INSTRUCTION CARD

BOMB THREAT

1. SCOPE

Hoax or not, a bomb threat needs to be treated seriously and the safety of the pupils and staff is paramount.

2. OPERATIONAL RESPONSE

Anybody who receives a bomb threat or discovers a suspicious package should inform the Headteacher or School Administrator immediately. A decision whether to evacuate the school should be made as soon as possible. If the school is to be evacuated, sound the fire alarm and assemble all occupants in the playground. If necessary children, staff and visitors can be taken to the village hall – a key is in the school office.

If you receive a bomb threat (by phone) try to determine the following –

- Where is the bomb?
- When is it due to explode?
- What does it look like or what type of bomb is it?
- Why the bomb has been planted?
- Is there a code word?

In addition make a note of –

- The caller's age and/or sex
- The speech - distinctive accent
intoxicated, incoherent, rambling etc

speech impediment
laughing

- Background noise – traffic, trains, aeroplanes, music etc.
- Whether the call is from a private phone, mobile phone or call box.

Most bomb threats are made over the phone and the overwhelming majority are hoaxes, made with the intent of causing alarm and disruption. Any hoax is a crime and, no matter how ridiculous or unconvincing, must be reported to the police.

Dial 999 and police will respond. You should always consider their advice before a decision is taken to close or evacuate.

If you discover a suspicious package or vehicle –

- Note the exact location of the package or vehicle
- Note what it is about the package or vehicle that aroused your suspicions
- Note any easily recognisable features, e.g. number plate, name, address, and/or any other identifiable marking
- Advise people in the vicinity to move to a safe distance
- **DO NOT** touch the package/vehicle or use a radio transmitter or mobile phone in close proximity to the package/vehicle.

Move to a safe distance and provide the information you have gathered, to the Headteacher, School Administrator and/or Emergency Services.

APPENDIX 1

Further guidance released by the National Counter Terrorism Security Office

APPENDIX 2

Government bomb call sheet detailing the actions to be taken on receipt of a bomb threat

3. CONTACTS

Contact Name	Contact Number
Police	999
Non – Emergency Police	101
Civil Emergency Plan (Worcester City Council) – Call Centre	01905 722233
Civil Emergency Plan (Worcester City Council) – Out of hours emergency	01562 733178

4. REVIEW, APPROVAL AND REVISION

Date	Version	Approved by	Title	Signature

This policy was reviewed and approved by the Full Governing Body on 15th May 2020.

This policy was reviewed and approved by the Full Governing Body on 27th March 2023.