



London Borough of Hillingdon
FRITHWOOD
PRIMARY SCHOOL

Headteacher - Mrs F Saunders

Carew Road
Northwood
Middlesex
HA6 3NJ

28th January 2026

Dear Parents and Carers,

Martyn's Law

There is a mandatory requirement for schools to implement safety plans in line with Martyn's Law, April 2025. Schools have 24 months from this date to implement their procedures to meet this lawful duty.

Next week, the children will be taking part in a short, calm classroom practice to help them understand what to do in the unlikely event that we ever need to stay indoors and be very quiet due to an outside threat. It will be similar to the way we practise fire drills — simple, sensible routines that help everyone feel confident and prepared

Before the classroom practice, there will be a short assembly so the children understand what will happen during the practice and what they need to do. The focus will be on staying safe and there will not be any discussion about what the threats could be — just that there might be a time that we need to stay indoors very quietly. During the assembly the children will see and hear the sound of an air horn — this is the alert we will be using in school in an emergency when we need to stay indoors and be quiet.

During the classroom practice itself, the children will hear an air horn(s) being sounded on the corridor. When they hear this, they will move to a planned, designated, safe space in their classroom and sit silently for five minutes with their teacher. During this time the teachers will rehearse what steps they will take in an emergency — blinds closed if applicable, external and internal doors secured and lights off. The air horn will sound again to indicate that the practice is over.

Everything will be explained clearly in advance and kept low-key and reassuring. The children will be reminded that this is just a practice to help everyone feel confident and prepared.

It would be really helpful if you could talk to your children in advance about the practice so that it is not 'new' to them on the day — it sometimes helps the children to be reassured if they know their parents know about things too already.

Thank you for your support in this matter.

Your faithfully,

Mrs F Saunders

Telephone: 01923 825548 •
E-mail: frithwood@frithwood.hillingdon.sch.uk



