

TITLE	Broadmoor Emergency Cascade to Schools and the Rainbow Plan
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee – 11 January 2016
WARD	None Specific
DIRECTOR	Graham Ebers, Director of Finance and Resources

OUTCOME / BENEFITS TO THE COMMUNITY

The Broadmoor Schools Emergency callout cascade provides a swift level of alert which allows for appropriate action to be taken to safeguard children.

RECOMMENDATION

That the Broadmoor Schools Emergency Callout cascade continues to be reviewed annually as part of the Rainbow Plan review.

SUMMARY OF REPORT

A Siren based warning system is in place within local communities to alert residents of an escape from Broadmoor Hospital. In addition, a telephone cascade system is in place to alert local schools of an escape, such that they can implement lockdown procedures.

The cascade system is reviewed and tested regularly.

The Sirens currently located within communities around the Broadmoor site are to be decommissioned in 2019, leaving only 1 siren located within the Hospital Grounds. It is intended that the Broadmoor Schools Emergency Callout Cascade will remain in place in 2019 when changes to the sirens are made.

The Broadmoor cascade was last reviewed in Nov 15, and a recommendation is being made to update the cascade again in early 2016 to include Out of Hours contact for School Head Teachers.

The template schools use to create their emergency response plan is currently being reviewed and updated.

Background

Broadmoor Hospital is a high-security psychiatric hospital at Crowthorne in the Borough of Bracknell Forest in Berkshire.

A Siren based warning system is in place within local communities to alert residents of an escape from the hospital. In addition, a telephone cascade system (See Appendix B) is in place to alert local schools of an escape, such that they can implement lockdown procedures.

Sections of the Wokingham Borough Council area are covered by the approx 7mile area covered by the warning sirens, and within that area are several Schools (see Appendix A)

All Councils within Berkshire have agreed on the same emergency planning template for schools. The Schools Emergency Plan is titled the "Rainbow Plan". The Rainbow Plan for Bracknell and Wokingham contains a section for Broadmoor escapes and details the procedures for schools to follow in the event of an escape from the hospital. (See Appendix C

Regular tests of the Broadmoor Schools emergency telephone cascade are undertaken within school hours. One fixed test is undertaken on the 2nd Weds of the Autumn term and several other tests are undertaken at random times throughout the year.

The Broadmoor Schools emergency telephone cascade is initiated by Broadmoor Hospital with a phone call to Forestcare (Bracknell Forest Councils call center) and Forestcare then initiate the telephone cascade to schools.

The Broadmoor Cascade for Wokingham schools was last reviewed in Nov 2015.

An annual meeting with Broadmoor Hospital occurs and Wokingham is represented at that meeting by Bracknell Forest Borough Council. The next meeting is July 2016 and under the representation arrangements Bracknell Council will ask for feedback in advance of the meeting and circulate minutes following.

Analysis of Issues

Bracknell Forest Borough Council have historically managed the Broadmoor Schools Emergency Call Out Cascade. This changed in 2015 when Bracknell Forest handed over management of the Wokingham section of the cascade to Wokingham Borough Council.

The Councils Education department are responsible for update of the cascade and Rainbow Plan within which it is contained, and this is done in close consultation with the Councils Emergency Planning Officer.

We feel that the adequacy of the regular cascade testing is good. There are occasions when schools allow children to answer the school phone. This presents challenges to the effective dissemination of the cascade if not managed appropriately. Schools are to

be reminded via communication and engagement, led by Children’s Services, of the need to maintain an adult by the phone at all times so as to be able to respond to emergency notifications made via the phone.

An escape from Broadmoor Hospital outside of normal 9am to 3pm school hours would present challenges where the school hosts after school clubs or activities but hosts no receptionist to answer the phone. Schools are also to be reminded of their responsibility to manage emergencies during all opening hours. It is suggested that the Broadmoor Cascade is updated once again in early 2016 to include school Head Teacher Out of Hours numbers to address this.

It is the responsibility of each school to manage the risks that it is subject to, and thus, with support and guidance from WBC, schools should be implementing measures to manage the issues highlighted above. Schools can obtain further help from both WBC Children’s Services and the Emergency Planning team.

The Rainbow Plan (Schools Emergency Response Plan Template) is presently under review.

Effective dissemination of the plan once completed is critical. We will work in partnership with schools to ensure that the plan has been received by all schools, and that the actions required in an emergency are fully understood and are tested via periodic drills.

Recommendations for further action

- 1) That the Broadmoor Cascade is updated in early 2016 to include Out of Hours details for School Head Teachers – Davina Williams
- 2) That the Schools Emergency Response Plan template is updated in early 2016 – Davina Williams.
- 3) That Wokingham specific updates/issues are provided to Bracknell Forest Council 2 weeks before each Broadmoor meeting occurs, such that Bracknell can represent Wokingham appropriately at those meetings– Brett Dyson

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	£0	N/A	N/A
Next Financial Year (Year 2)	£0	N/A	N/A

Following Financial Year (Year 3)	£0	N/A	N/A
-----------------------------------	----	-----	-----

Other financial information relevant to the Recommendation/Decision
N/A

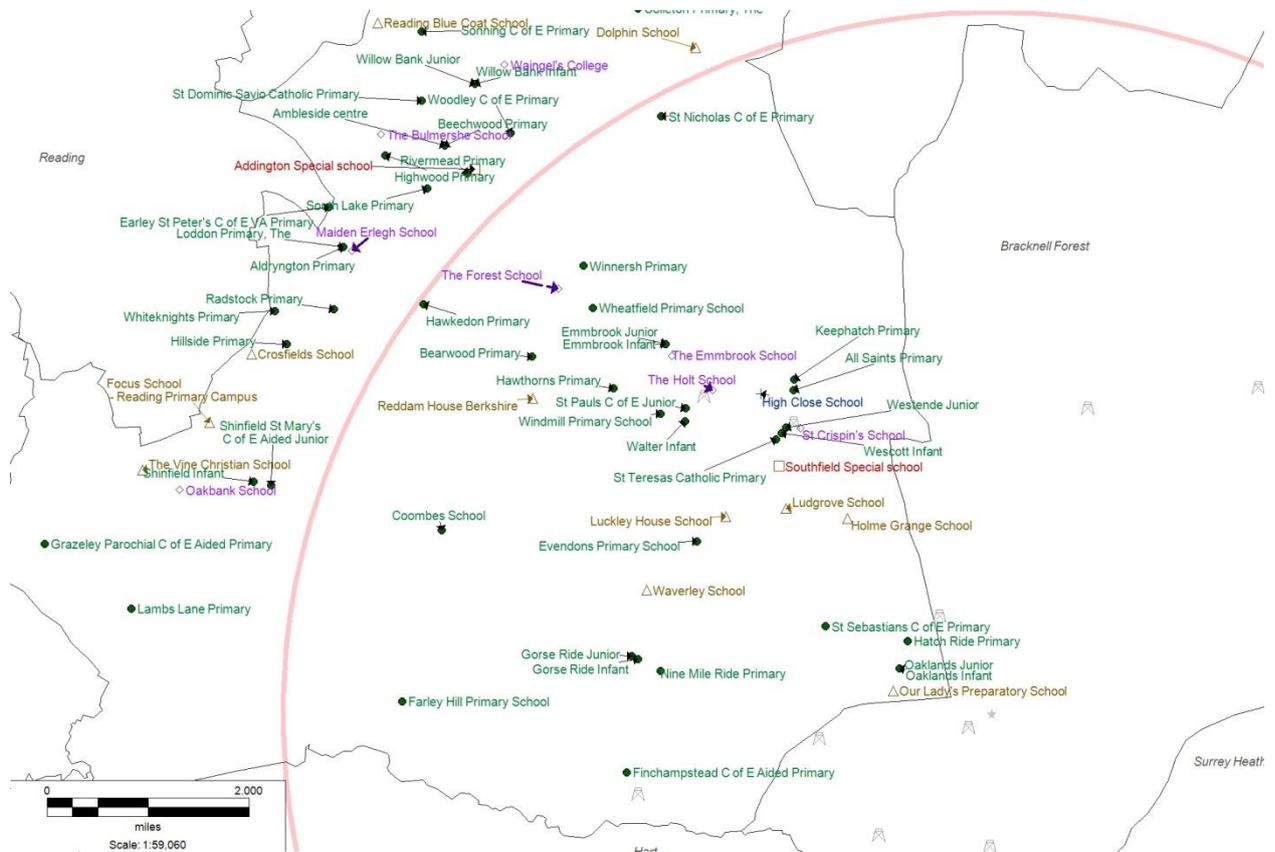
Cross-Council Implications (how does this decision impact on other Council services, including properties and priorities?)
Officers from both Education and Emergency Planning Teams update and review the Broadmoor Cascade and Rainbow Plan. This is undertaken as a minimum every 3 years or before if an incident or emergency identifies learning points.
Meetings with Broadmoor Hospital occur annually and Wokingham is represented at those meetings by Bracknell Forest Borough Council.
The Council updates Schools annually on Emergency Planning arrangements.

Reasons for considering the report in Part 2
None

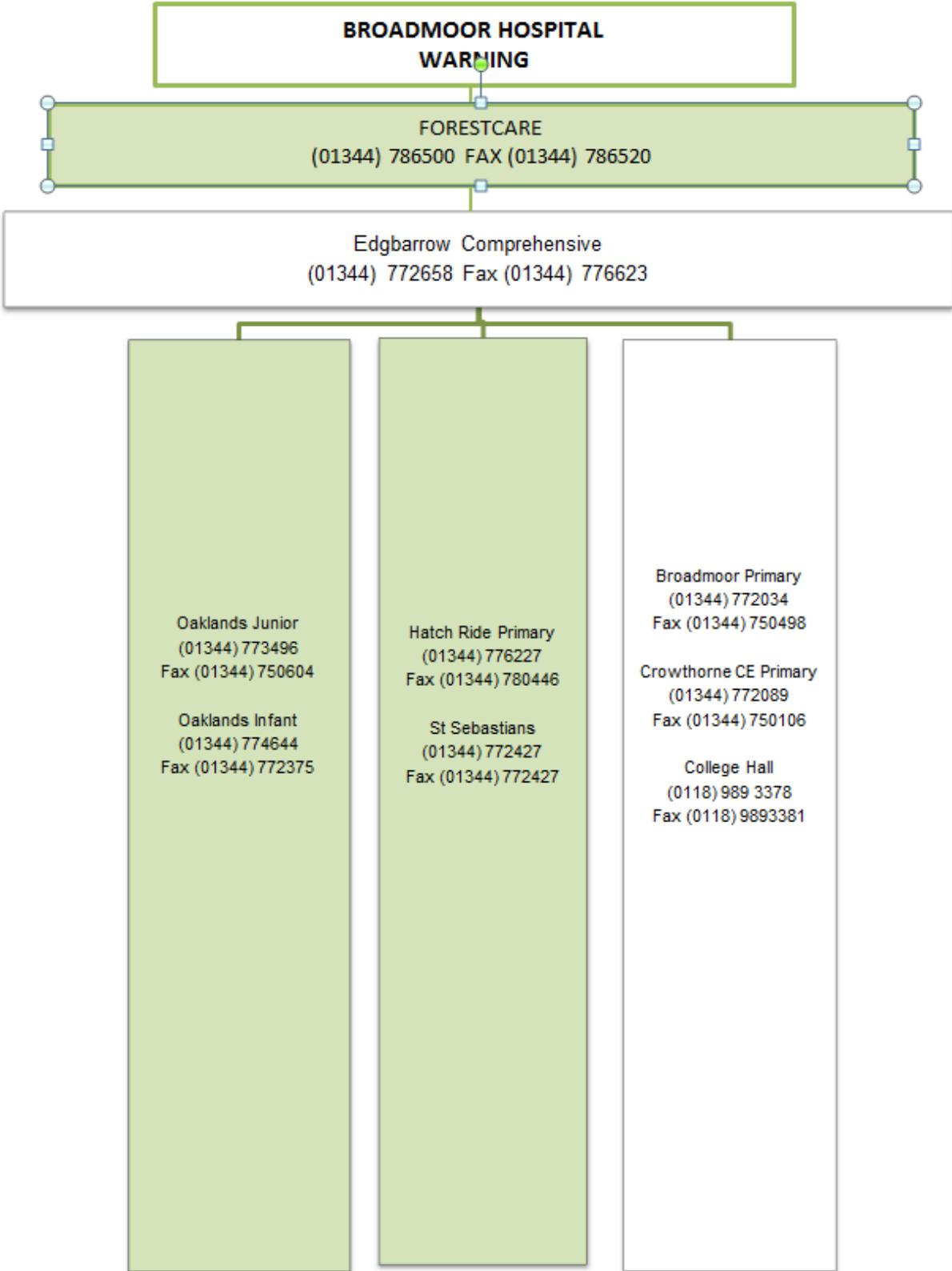
List of Background Papers
Schools Emergency Response Plan (Rainbow Plan)

Contact Brett Dyson	Service Emergency Planning
Telephone No 0118 937 2235	Email brett.dyson@wokingham.gov.uk
Date 31 December 2015	Version No. 1

APPENDIX A – Broadmoor schools map



APPENDIX B – Edgebarrow and St Crispins cascades



**BROADMOOR HOSPITAL
WARNING**

FORESTCARE
(01344) 786500 FAX (01344) 786520

St Crispin
(0118) 978 1144 FAX (0118) 979 5224



APPENDIX C

PROCEDURES FOR SCHOOLS IN THE VICINITY OF BROADMOOR HOSPITAL

1. Warning Systems

If there is an escape, the warning sirens will sound, and all schools within approximately seven miles of Broadmoor Hospital will be notified. The warning siren is tested each Monday at 10.00 am for 2.5 minutes.

After a break of 2 minutes the all clear siren is also sounded for 2.5 minutes.

In the event of an escape, local schools¹ operate a cascade alert system. Information is passed from school to school. The cascade system is routinely tested every second Wednesday of each term.

Telephone numbers for the cascade system should be prominently displayed for easy access.

Schools will stay open and operate as normally as possible.

2. Action in the event of an escape

In the event of an escape children will be required to:

- Remain in their classrooms working normally with an adult
- Not be allowed out during breaks or outside PE/games

Schools will need to:

- Minimize and supervise movement between different buildings on the site
- Ensure that all external doors and windows closed and gates locked.
- That visitors calling without prior arrangements at the school will be asked to call on another occasion. Visitors will only be admitted to school once identification has been produced or with the approval of the Head Teacher.

All staff on the premises should consider themselves on duty during the alert.

If during the alert there is an immediate and actual intruder threat, (eg the person(s) are known to be on-site or the immediate vicinity of the site) action may need to escalate beyond these precautionary procedures.

3. Responsibility for Attendance and Collection of Pupils

- Parents who know of an escape before their children leave home for school will be expected to make arrangements for escort.
- Where an escape occurs before the lunch break, pupils will be kept at school, at midday unless collected by their parents. Pupils who do not have a lunch will be provided with a meal. Parents will be asked to pay the appropriate charge for the meal provided. If

parents decide to collect their children at midday, they must be responsible for their safe RETURN to school in the afternoon.

- If the emergency extends to the end of the school day, no child attending an infant, junior or primary school will be allowed to leave the safety of the school premises, unless collected by a parent or carer or other responsible adult known to school staff.
- Contact details for all families should be regularly checked and updated.
- Head Teachers of secondary schools have discretion to allow pupils to go home unaccompanied where the authority for this has been received from parents, in writing. Head Teachers have discretion to limit this to children travelling in groups.
- In addition to the normal registration of children at the start of school sessions, class checklists should be used to record children leaving the premises.
- In secondary school, for pupils whose parents have permitted them to be dismissed in groups, children should be reminded to stay in groups and be vigilant.
- Sixth form pupils may leave the school on their own if there is no immediate danger, or may be subject to similar arrangements to those above.
- On subsequent days parents will be solely responsible for the safe conduct of children to and from school, or to and from pick-up and setting-down points for school transport.
- Staff will not be expected to supervise pupils after school or provide lunches after the first day.

This page is intentionally left blank