



King's Schools
TAUNTON

Bomb Threat Policy

Responsibility

Individual: Director of Finance and Operations

Review

Last review date: February 2018

Next review date: February 2020

Bomb threats by means of telephone calls are becoming more common throughout the United Kingdom with educational establishments included.

The majority of such threats are proved to be hoax calls but there is no sure way of determining the validity of any threat made. It is therefore vital that anyone receiving a call indicating a bomb threat, in either King's College or King's Hall School, takes the threat seriously and follows the procedures listed below:

- If a bomb threat call (or other type of communication) is received – it must be considered real.
- Evacuate school buildings using the fire alarm system(s)
- Call 999 – ask for the Police to report a Bomb Threat
- Call Headmaster, Director of Finance and Operations and Deputy Heads
- After building evacuation and arrival of the Police and/or Bomb Squad take advice on whether personnel should be moved to another location either under cover in adverse weather conditions or further away from the threatened area
- If the threat is protracted then HM/Deputies must consider sending day pupils home and boarders to another school where there exists a reciprocal hosting arrangement (the other KST school should be the first option).
- Threatened building must only be re-entered when Police/Bomb Squad have advised that the threat is over.
- For guidance on matters of publicity staff must refer to the Headmaster and Director of Admissions and Marketing.

The above procedures must be followed at all times.