

Lockdown Policy for Recreational Cricket Clubs

Lancashire Cricket Foundation – Safeguarding Guidance

Purpose of the Policy

This policy provides guidance for recreational cricket clubs on how to prepare for and respond to a lockdown situation. The aim is to protect all individuals present on-site – especially children, young people, and vulnerable adults – in the event of a threat.

Scope

This policy applies to:

- All club personnel (coaches, volunteers, officials, safeguarding officers)
- Parents and guardians
- Participants (including junior players)
- Visitors present during training sessions, matches, or events

What is a Lockdown?

A lockdown is a procedure initiated when there is an immediate threat to the safety of those on club premises. This may include:

- A dangerous or armed individual in the vicinity
- Nearby violent incident (e.g. police activity)
- Suspicious behaviour or intruders on-site
- Civil disturbance or terrorism
- Dangerous animals or chemical hazards

Lockdown Procedures

Preparation:

- Identify safe areas (e.g. clubhouse, secure rooms) where individuals can shelter
- Provide annual training on lockdown protocols
- Ensure clear signage and instructions
- Maintain updated contact information for all participants and parents

Triggering a Lockdown:

- Club Welfare Officer or most senior person on-site initiates lockdown
- Call 999 immediately and describe the situation clearly

Steps to Follow in a Lockdown:

1. Alert everyone quickly using a pre-agreed code word or loud verbal announcement
2. Guide all participants indoors and lock external doors
3. Move to designated safe areas
4. Close windows and blinds, turn off lights, stay silent and out of sight
5. Keep mobile phones on silent; avoid making calls unless urgent
6. Do not leave the building until emergency services give the all-clear
7. Keep a register of who is present and check attendance regularly

Communications:

- Do not contact parents/guardians during lockdown unless advised
- Prepare a template message for informing parents after the event

Roles and Responsibilities

Role	Responsibility
Club safeguarding Officer	Lead on safeguarding; ensure training and drills are up to date.
Coaches/Volunteers	Know the lockdown plan and assist in moving people to safety.
Club Committee	Approve and regularly review the policy.
All Members	Cooperate with instructions and understand basic safety measures.

Post-Incident Actions

- Await all-clear from police or emergency services
- Report the incident to the Lancashire Cricket Foundation Safeguarding Lead
- Hold a debrief for staff and volunteers
- Offer support to any affected individuals
- Review policy and procedures for improvements

Review and Training

- Review annually or after any major incident
- Conduct lockdown drills at least once per season, considering safeguarding needs

Contact

For support or reporting, contact:

County Safeguarding Lead – Lancashire Cricket Foundation

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