

# [Insert Church Name]

## Emergency Response Plan

### Emergency Response Plan – Risk Management to address The Terrorism (Protection of Premises) Act 2025 – “Martyn’s Law”

**Church** [Insert Church Name]

**Activity/Event** All services/activities/events in the church building

**Activity/Event Leader** Elders/Staff/Volunteer running service/event

**Other staff/volunteers** Staff/Elders/Volunteers as per event/activity

**Size of event/activity (people)** Various, but particularly applicable over 100 people

**Supervision ratio (if under 18s)** N/A

#### Aim/purpose of this plan:

Martyn’s Law was published as a draft bill in May 2023 with a revised Bill introduced to Parliament on 12 September 2024, and by that point there had been 14 terror attacks in the UK since the start of 2017. On 3 April 2025 the Bill received Royal Assent and became the Terrorism (Protection of Premises) Act 2025. Statutory guidance<sup>1</sup> to support the implementation of the Act was published in April 2026 and the Act became legislation in April 2027.

The threat picture is complex, evolving, and enduring, with terrorists choosing to attack a broad range of locations. Martyn’s Law will improve the safety and security of public venues and keep the British public safe from terrorism. Through Martyn's Law premises will be better prepared, ready to respond, and their staff will know what to do in the event of a terrorist attack. It will enhance public safety by ensuring there is better preparedness for, and protection from, terrorist attacks. This will be done by mandating, for the first time, who is responsible for considering the risk from terrorism and how they would respond to a terrorist attack at certain premises and events.<sup>2</sup> Churches are “qualifying premises” at “standard tier<sup>3</sup>” under the scope of the Act, as long as it is reasonable to expect 200 or more individuals to be present on the premises at the same time from time to time.

It is important that all staff and key volunteers at the church have access to this plan and have read and been trained in its implementation in terms of the procedures needed to minimise the risk of harm to people in the church if a terrorist attack occurs. This is in line with the legislation put in place under Martyn’s Law: *Have in place procedural measures that could be expected to reduce, so far as reasonably practicable, the risk of physical harm to*

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<sup>1</sup> <https://www.gov.uk/government/publications/the-terrorism-protection-of-premises-act-2025/terrorism-protection-of-premises-act-2025-statutory-guidance>

<sup>2</sup> <https://homeofficemedia.blog.gov.uk/2022/12/19/martyns-law-factsheet/>

<sup>3</sup> All churches are in standard tier, irrespective of maximum capacity (enhanced tier is enacted for other venues if 800 or more individuals could be present at the same time), but if a church runs an “event” with more people, then enhanced tier legislation may apply – see Chapter 5 of the [Statutory Guidance](#) for more detail on this.

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*individuals at the premises in the event of an attack.*<sup>4</sup> Part of this legislation includes the requirement that staff and key volunteers are trained in the procedures in this plan so that they can enact them with people in the church if an attack occurs.

This risk assessment and terrorism response plan has been designed to address both ‘official’ terror attacks, but also the risk of smaller scale attacks on our churches, such as attackers entering our buildings using weapons to attack people inside.

Trustees of [Insert Church Name] are responsible for ensuring the requirements of the Terrorism (Protection of Premises) Act 2005 are met, and this means they are responsible for ensuring this emergency response plan is up to date, understood and available for usage by [Insert Church Name] should it be required to do so. The regulator will be notified that the “responsible person” is the Trustee body as a collective, {but day to day responsibility has been delegated to specific individuals and held accountable by the Trustees}. [Insert details of relevant individuals and their responsibilities here]

| IDENTIFYING AND ASSESSING THE RISKS                                                                                              | RISK LEVEL   |      |               | CONTROLS FOR MANAGING THE RISKS                                                                                                                                                                        | REMAINING RISK |   |     |
|----------------------------------------------------------------------------------------------------------------------------------|--------------|------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---|-----|
|                                                                                                                                  | High/Med/Low |      |               |                                                                                                                                                                                                        |                |   |     |
|                                                                                                                                  | Severity     | Prob | Level (S x P) |                                                                                                                                                                                                        |                |   |     |
| <b>Methodology of Attack – awareness of risk and mitigating risks</b>                                                            |              |      |               |                                                                                                                                                                                                        |                |   |     |
| <ul style="list-style-type: none"><li>Improvised Explosive Devices (IEDs) – on a person or left in or near a building.</li></ul> | 5            | 2    | Med           | <ul style="list-style-type: none"><li>Although there is no definitive physical profile for a suicide bomber, there are various signs that may indicate an individual is carrying a device or</li></ul> | 5              | 2 | Med |

<sup>4</sup> <https://homeofficemedia.blog.gov.uk/2022/12/19/martyns-law-factsheet/>

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|                                                                        |   |   |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |   |   |     |
|------------------------------------------------------------------------|---|---|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|-----|
|                                                                        |   |   |     | <p>conducting reconnaissance for a future attack.</p> <ul style="list-style-type: none"> <li>• Examples of such signs may include bulky clothing (suspicious in warm weather conditions), acting nervously (constantly looking around, sweating), and/or loitering in a specific area for extended periods of time.</li> <li>• Report anyone acting suspiciously to a staff member if possible, and if the suspicion is strong enough the best action is to call the police.</li> <li>• Remove people from the vicinity of the potential bomber/bomb, using the principles in the terrorism response plan (below) as a guide.</li> </ul> |   |   |     |
| <ul style="list-style-type: none"> <li>• Vehicle Borne IEDs</li> </ul> | 4 | 2 | Med | <ul style="list-style-type: none"> <li>• Be alert to cars surrounding the building. Watch out for things such as: <ul style="list-style-type: none"> <li>○ Rapidly parking and the occupants rapidly leaving the vehicle.</li> <li>○ Vehicles parked in an unusual location outside the church building (e.g. on the pavement</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                     | 4 | 2 | Med |

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|                                                                                                                  |   |   |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |   |   |     |
|------------------------------------------------------------------------------------------------------------------|---|---|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|-----|
|                                                                                                                  |   |   |     | <p>as close to the building itself as possible), or with any visible attachments on the vehicle.</p> <ul style="list-style-type: none"> <li>• Report anyone acting suspiciously to a staff member if possible, and if the suspicion is strong enough the best action is to call the police.</li> <li>• Remove people from the vicinity of the potential bomber/bomb, using the principles in the terrorism response plan (below) as a guide.</li> </ul>                                                               |   |   |     |
| <ul style="list-style-type: none"> <li>• A person or people attacking with weapons e.g. knives, guns.</li> </ul> | 5 | 2 | Med | <ul style="list-style-type: none"> <li>• Be alert to potential attackers, particularly if you or you have members of your team on doors for welcoming people or checking kids into sessions.</li> <li>• If an attack occurs, be familiar with the principles in the terrorism response plan (below) and take action as appropriate. This may be invacuation or evacuation, depending on the risk and the location of the attacker(s) and people at risk. A judgement call will need to be made quickly and</li> </ul> | 4 | 2 | Med |

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|                                                                                                                             |   |   |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |   |   |     |
|-----------------------------------------------------------------------------------------------------------------------------|---|---|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|-----|
|                                                                                                                             |   |   |     | communicated clearly to other leaders in the building.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |   |   |     |
| <ul style="list-style-type: none"> <li>Chemical attack</li> </ul>                                                           | 4 | 2 | Med | <ul style="list-style-type: none"> <li>Chemical attacks can come in a variety of forms; airborne, liquid etc. and the most sophisticated versions are very difficult to identify before they take effect.</li> <li>Be alert to potential contamination via chemicals e.g. someone acting suspiciously and leaving something behind, or a strange smell or colour to water sources, or a strange smell in the air etc.</li> <li>If any suspicion arises, respond by evacuating the area/building (as per the response plan) and contact the emergency services.</li> </ul> | 4 | 1 | Med |
| <ul style="list-style-type: none"> <li>[Add additional examples as appropriate or necessary, or delete this row]</li> </ul> |   |   |     | <ul style="list-style-type: none"> <li></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |   |   |     |

Form Completion date:

# [Insert Church Name]

## Emergency Response Plan

**Risk Assessment Matrix**

|                  |   | Severity→ |     |      |      |      |
|------------------|---|-----------|-----|------|------|------|
|                  |   | 1         | 2   | 3    | 4    | 5    |
| Probability<br>↓ | 5 | Med       | Med | High | High | High |
|                  | 4 | Med       | Med | Med  | High | High |
|                  | 3 | Low       | Med | Med  | Med  | High |
|                  | 2 | Low       | Low | Med  | Med  | Med  |
|                  | 1 | Low       | Low | Low  | Med  | Med  |

# [Insert Church Name]

## Emergency Response Plan

The four core public protection procedures required under the [Terrorism \(Protection of Premises\) Act 2025](#) (known as Martyn's Law) are evacuation, invacuation, lockdown, and communication. These procedures must be put in place by responsible persons for qualifying venues and events to reduce the risk of physical harm during an active incident or threat.

### Evacuation

- **Definition:** Moving people safely away from danger by exiting the premises or a specific part of the venue.
- **Goal:** To get individuals completely out of harm's way when the external or surrounding area is safer than staying inside.

### Invacuation

- **Definition:** Moving people from outside—or from a vulnerable zone within the venue—into a safer internal area.
- **Goal:** To shelter individuals in secure interior spaces where there is a significantly lower risk of physical harm.

### Lockdown

- **Definition:** Securing the physical building or event space to stop people from entering or leaving.
- **Goal:** To restrict movement, block potential access points, and hinder or isolate an attacker using available doors, shutters, or barriers.

### Communication

- **Definition:** Rapidly delivering clear, direct information and instructions to staff and attendees on-site.
- **Goal:** To alert occupants to the nature of the emergency instantly and guide them on whether to stay put, hide, invacuate, or evacuate safely.

Source: [Protection of Premises Acts 2025 Factsheet](#)

In the emergency response plan that follows, [Insert Church Name] has considered all four measures and has integrated ones that are suitable for the context of the church premises and risks.

***[The example plan that follows has been written for an example church, and should be adapted accordingly – e.g. alarm systems are likely to be different in different buildings, the suitability of buildings for lockdown varies etc. Please review thoroughly and ensure it is suitable for your church.]***

# [Insert Church Name]

## Emergency Response Plan

**Terrorism/Emergency Response Plan for: [Insert church name]**

**"Responsible Person": Trustees of [Insert legal responsibility for the church]**

Premises address and contact number: [Insert Church Address]

Contact: [Insert contact name and phone number]

Plan date: [Insert date plan adopted]

Review date: [Insert review date for plan – ideally annually]

### Sound of the alarm

The sound of the alarm will be: ***[The details in the following sections need amending to your individual church contexts – the details provided are illustrative only]***

A shouted warning/whistle sounding, where safe, by nominated/trained person(s) moving through the different sections of the building. These persons will be members of staff or trained volunteers from ministry teams such as the Security Team, Welcome Team or Kids ministry. The verbal message communicated needs to be different to that used in a fire. The word(s) used can be adapted to the circumstances, but something short and clear is advised e.g. 'Attacker!', 'Bomb'. Additionally, communication of whether invacuation or evacuation is required is also advised.

Where it is not possible to communicate audibly, staff/volunteers should do so via phone or message communication to those they know are on duty as members or staff (including key volunteers) in other parts of the building – as quickly as possible.

### Raising the alarm

In the event of a terrorist type attack:

If the attack is identified by a staff member or a visitor notifies a staff member of an attack occurring, the alarm will be raised by commencing manual warning (whistle, shout etc. as above). Whistles are available at the following locations:

**[INSERT LOCATIONS HERE] Examples include:**

- **Main entrance foyer**
- **Offices**
- **Kitchen (by the serving hatch)**
- **Back hall**



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### Terrorism/Emergency Response Plan (not fire)

#### Action staff should take on hearing the alarm

The following actions will be taken upon the terror attack alarm being sounded/raised:

- **[Named lead]** (if available) will take charge and lead in the response, along with other key leaders in the church. If they are not on the premises, other lead staff or volunteers, who have been trained in the principles of this plan, will lead on the response.
- Staff member/lead volunteer to dial 999 and request attendance by the Police and Ambulance services as necessary. The reporting person should give their name, name of building, building address (as detailed above), contact number and details of the incident.
- The nature of the attack will require a judgement to be made by leaders in all sections of the buildings as to whether evacuation or invacuation is the most appropriate action to take with people in each section of the building.
- Invacuation:
  - There are occasions when it may be safer to move people away from the threat while remaining inside the venue.
  - If the threat is outside your venue, or the location is unknown, people may be exposed to greater danger if the evacuation route takes them past the threat (such as a suspect device, contaminated environment or an ongoing external attack). Since glass and other fragments from IEDs may kill or injure at a considerable distance, moving staff inside Publicly Accessible Locations (including to protected spaces) is often safer than evacuating them onto the streets.
  - If invacuation is deemed to be the safer option for people in any part of the building, then the external doors would need to be locked, internal doors closed and blocked where possible, with people sheltered away from the doors and windows.
  - The nature of the attack will determine how obvious the invacuation plans can be. If the attack is outside the building, then communication inside can be clear and audible, with the phrase 'lockdown' ideal for communicating to those inside.
  - If there is an attacker or multiple attackers in the building, and evacuation is too risky or dangerous, invacuation in rooms where attackers aren't currently

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present would need to be quiet and discreet. Leaders would need to encourage calm from the people inside.

- Follow instruction from the emergency services on actions to take following on from invacuation e.g. when to lift the lockdown and evacuate.

- Evacuation:

- Where evacuating the building is safest e.g. away from an IED risk or away from an attacker, the nearest and safest exits will need to be used. These decisions will need to be made by staff/lead volunteers on site.
- If a children's group is present in the building (under 18's of all descriptions), then pick up the device used for Check-In so that a register of children can be taken upon exiting the building and reaching the assembly point. Adults in the building will be directed by staff/lead volunteers as appropriate to the safest exit points and over to the assembly point. Where safe to do so, **[Named lead]** or a designated staff member/lead volunteer should do a sweep of the building, including all side rooms, toilets, choir stalls etc. to do the utmost to ensure all persons are evacuated safely.
- Staff/lead volunteers will lead the evacuation of the building – ensuring this is done in a calm and orderly manner. Staff/lead volunteers should also be proactive in providing assistance to those needing additional help in evacuating.

- Separate 'Personal emergency evacuation plans (PEEPs)' should be put in place for staff and known visitors with additional needs as well as 'General emergency evacuation plans (GEEPs)' for members of the public who may visit the building. Both these will be implemented as appropriate (i.e. depending on whether any person subject to a plan is present on site)

- Staff to sweep building to ensure all areas are clear (including back areas) if safe to do so and ensure all doors are closed on the way out

- **[Named Lead]**/staff/lead volunteers to ensure nobody re-enters the building until confirmed safe to do so by the Emergency Services.

- Meet at assembly point (details below) if it is safe to do so, and check all persons are accounted for as closely as possible (church services are not done on a registration basis so the sweep of the building is imperative to ensure no one is left inside). If the standard assembly point is not deemed to be safe, **[Named Lead]** /staff/lead volunteers will direct people to an alternative point of safety, ideally on the advice of the Emergency Services.

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- **[Named Lead]** or another identified staff member/lead volunteer to liaise with the Emergency Services upon their arrival.

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## Emergency Response Plan

**INSERT MAP OF YOUR BUILDING HERE**

### **Escape Routes**

The escape routes from the building are listed below, although it needs to be noted that the emergency exits unlocked will be dependent on the areas in use in the building (e.g. the exits in the front of the building won't be unlocked if activities are solely taking place in the rear rooms):

**INSERT YOUR ESCAPE ROUTES HERE**

**E.g. Main Entrance**

**Side door in Kitchen**

**Office entrance**

**Foyer entrance**

**Fire escape door in hall**

### **Terror Attack assembly point**

The standard assembly point (if deemed to be safe) is: **INSERT STANDARD ASSEMBLY POINT FOR YOUR CHURCH (E.g. rear car park, outside gates etc.)**

### **Number of staff needed to carry out response plan:**

To implement the response plan, a minimum of 2 trained staff/volunteers are needed on duty

### **Equipment needed to put into effect the emergency plan:**

Ideally: Fire alert whistles, mobile phones, torches, hi-visibility tabards to be carried/worn by those fire safety trained.

### **Back Up Arrangements:**

If **[Named Lead]** is not in the building at the time of a terror attack, alternative staff/lead volunteers who have been trained need to identify amongst themselves who will take the lead and follow the plans set out here and on the associated building maps. If no one is present with training, all persons need to exit (if they can, evacuate otherwise) as quickly as possible, contact the Emergency Services and contact one of the church leaders as soon as they are in a place of safety

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| Responsibilities                                                                     |                                                                               |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| For ensuring plan is up to date                                                      | <b>[Named Lead]</b> and Trustees of <b>[Legal entity for the church]</b>      |
| For ensuring adequate staff are on duty to carry out the response plan               | Leadership team at the church                                                 |
| For training staff on the response plan and in their roles and responsibilities      | <b>[Named Lead]</b>                                                           |
| For training volunteers on the response plan and in their roles and responsibilities | Leader team at the church (with support from <b>[Named Lead]</b> if required) |