

Mill Stream Elementary School

Sticking Our Necks Out For Kids!

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1/20/17 RE: Future lockdown procedures

Dear Parents and Guardians.

In the days following our lockdown, meetings to debrief with law enforcement were held and staff and administration provided information that will improve how we handle such a situation should a lockdown ever need be called again. We certainly hope that it never does, but it is always prudent to make sure we look at what we could do better. Law enforcement was extremely positive about how we handled the internal aspect of the drill. Students were out of sight, quiet and in as safe an area as is possible.

Communications with parents and guardians through our automated system were made and will continue to be made should we ever need to communicate another lockdown. Identified as problem areas were:

- People coming to school during the lockdown. This put people at risk and took State Police manpower away from protecting your children
- The dismissal process after the lockdown

To rectify the problem caused by people coming to school and the traffic jam it caused on Route 2, an off-site location to gather will be communicated in the initial automated phone call that goes out to parents and guardians. This site will be close to school where a "command post" will be set up to inform parents and guardians about what is happening. The automated call will also state not to come to the school and nobody will be allowed on school property during the lockdown. Route 2 and School entrances will be monitored to prevent this from happening and Law enforcement will enforce this request. Keep in mind that we recognize your concern and fear, but remember you are putting yourself and your children in more danger by being on school grounds. What you wish to accomplish by coming to school can be accomplished at the off-site "command post".

To ensure that we account for all students when law enforcement has cleared the lockdown, those parents wishing to see their children or to have them dismissed will have their children bused or walked to the command post. Once there, the children will be signed out by parents and guardians. If after seeing your children you wish them to return to school, they will either be bused or walked back to school. These procedures were jointly approved by law enforcement and school officials, and will be in place should another lockdown become necessary.

Sincerely,

Terry Atwood