



Pocono Mountain School District

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Superintendent of Schools

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Dear Parents/Guardians,

I wanted to provide parents with an update on some school safety procedures we follow to keep our students, staff and school safe. Throughout the school year, you may hear your children talk about fire evacuation drills, lockdown drills and Run, Hide Fight. These are some of the training drills we hold in our school to prepare students and staff for many types of emergencies. While we have many preventative safety and security measures in place in our schools to prevent acts of violence, it's important that our students and staff practice lockdown drills and Run, Hide, Fight drills, so they would know how to respond to such an occurrence.

All of the training drills and preventive measures we take throughout the school year are part of the District's comprehensive Emergency Operations Plan for All Hazards, which outlines the procedures for the Superintendent, Central Administration Team, School Administrators, Faculty and Staff to follow to keep Pocono Mountain students and schools safe.

The plan is confidential, so parents won't find a copy of it on the District's website. The plan includes procedures for District employees and students to follow in all types of emergencies from severe weather and hazardous chemical spills to a lost student or violent act against a school. The plan includes easy-to-follow checklists to help District employees ensure that in any emergency they know what steps to take to safeguard students and each other.

As part of the District's emergency preparedness procedures, all District schools practice lockdown drills. When a school is placed in a lockdown, whether for a drill or potential threat, the school remains locked down until the drill ends, or in the case of a perceived threat, until the threat or hazard has been cleared. If the situation warrants it, the District may also lockdown an entire campus or all campuses during an emergency.

When a building is locked down, it's important for parents and community members to know that no one except law enforcement and other emergency responders will be allowed into the school, including parents, who may want to rush to the school to get their child. Keeping

students and employees safe, and dealing with a perceived threat or other potentially dangerous situation take priority over all else.

During an emergency, District officials need to keep the roadways and school campuses as free from other traffic as possible, so emergency responders (police, fire fighters, emergency medical personnel, ambulances, etc.) can get to the school campus in question as quickly as possible. It will be very hard for emergency responders to get to District campuses and assist with an emergency if parents attempt to drive to their child's school to see what is happening.

Parents can best assist the District Administration and Emergency Responders if they try to refrain from immediately calling their child's school or rushing to their child's school when a lockdown is initiated. During an emergency, school staff will be busy responding to the emergency and addressing the needs of students. Keeping the telephone lines open for emergency use is critical to the District's ability to respond quickly and effectively to the emergency.

Check the PMSD website at www.pmsd.org for information. Information and updates will be posted to the PMSD website during an emergency.

Stay by the phone where you normally receive your ParentLink phone calls. District officials will use ParentLink phone calls and ParentLink alert emails and text messages to provide information to parents. If you don't receive alert emails and text messages regarding snow closures, school delays and early dismissals, you may want to sign up to receive the alert emails and text messages.

Monitor local media outlets for updates, because the District will ask for the media's help to get information out to parents and the community. The District will send advisories to local television, print and radio news outlets to keep parents informed.

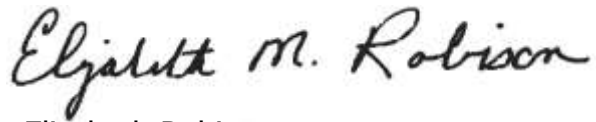
Due to the unpredictable nature of any emergency, the location of the evacuation and parent reunification site will be announced by District officials following the incident. Depending on the emergency conditions, students may be released to parents at a designated location that is not at their school or campus.

When you arrive at the designated reunification site to pick up your child, please bring lots of patience with you, because parent reunification will take much longer than your normal after school parent pick up. Expect to be asked for photo identification when you arrive at the parent reunification site.

Students will only be released to a parent or individual designated on the student's emergency form, so please make sure your child's school has the correct emergency contact information and permissions regarding who is allowed to pick up your child from school.

Please know that in an emergency, District officials will communicate with parents as quickly as possible, but their first priority is always going to be taking the necessary steps to immediately ensure the life and safety of students and employees.

Sincerely,

A handwritten signature in black ink that reads "Elizabeth M. Robison". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

Elizabeth Robison
Superintendent of Schools