September 17, 2021

Dear Parents and Families:

Should an emergency or crisis situation ever arise in our area while school is in session, we want you to be aware that our district has made preparations to respond effectively to such situations. In fact, public schools in Michigan are built to meet stringent construction standards and they may be safer than your own home in the event of a disaster.

Should we have an emergency or crisis during school hours, your student(s) will be cared for at this school. Van Dyke Public Schools has a detailed disaster plan which has been formulated to respond to a major catastrophe.

Y**our cooperation is necessary in any emergency. Please be aware of the following procedures:**

1. Do not telephone the school. Telephone lines may be needed for emergency communication.
2. During any lockdown, students WILL NOT BE RELEASED from school and no one will be let in the building. This is for the safety of the students.
3. **Cellular phones will be collected** in accordance with best practices implemented by Macomb County Emergency Management. This is for student safety and to prevent miscommunication.
4. In the event of an evacuation, students will be kept at the evacuation site until they are picked up by an identified, responsible adult. This person must be **identified on School District documents** which are required to be filled out by parents at the beginning of every school year. Please be sure you consider the following criteria when you authorize another person to pick up your child:
* They are 18 years of age or older.
* They are usually home during the day.
* They could walk to school, if necessary.
* They are well-known to your child.
* They are both aware and able to assume this responsibility.
1. If students are to be released from school or an evacuation site, an automated call will be made through our School Messenger system. In addition, information may be broadcast on local television and radio news.
2. In the event of severe weather or natural disaster during times of transport to or from school, the district and the transportation department will be in communication with parents. Every effort will be made to continue delivering students to their homes or to school, or to a designated spot of which parents will be notified immediately.

Please discuss these matters with your immediate family. Planning ahead will help alleviate concern during actual emergencies. Impress upon your children the need for them to follow the directions of all school personnel in times of an emergency. We appreciate your partnership in providing a safe school experience.

Sincerely,

Ms. Iras

Carlson Elementary School Principal