

# Cass Lake-Bena Schools

## Independent School District # 115



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Dear Cass Lake-Bena Schools Families:

We are writing to inform you about the first lockdown drill that will take place in our district. We will hold our first practice on Thursday, September 22, 2022. All buildings will participate and each building will gear its practice to the developmental needs of the students. We want our students to understand how lockdowns in different situations work and why we need to practice. We also want to ensure that children are not traumatized by the experience, which is why we are informing you and asking for your help. The district utilizes the ALICE protocol for lockdowns. ALICE stands for:

- **Alert** – Alert is your first notification of danger. Maintain good situational awareness to overcome normalcy bias and ensure the best response to a critical incident or violent intruder.
- **Lockdown** – Barricade the room.
- **Inform** – Communicate the intruder's location and direction in real-time. To do this, pass on real-time information using any means necessary. Examples are video surveillance, 911 calls and PA announcements.
- **Counter** – Not to be confused with fighting, this step involves creating noise, movement, distance and distraction. Its intent is to reduce the shooter's ability to shoot accurately.
- **Evacuate** – Safe and strategic evacuation techniques get people out of harm's way. Understand how your current environment impacts your ability to evacuate and discover the safest ways to do so.

During this first drill, teachers will go through the acronym with students. Throughout the remainder of the year, students and staff will practice the different parts of the drill. Future drills will be unannounced and each building will set their own schedule. The state requires that schools practice lockdowns at least 5 times in a school year.

Here are some things you can do to help: talk with your students about the acronym ALICE and what it means; talk with your students about why these drills are important -- to give everyone a greater chance of surviving a violent incident; debrief with your students at the end of the day September 22.

Thank you!

A handwritten signature in black ink that reads "Sue R. Chase". The signature is written in a cursive style.