

Dear Parent/Guardian:

August 14, 2017

In an effort to continue being transparent and increasing communication with parents we want to briefly summarize our procedures in the unlikely event of a building or district lockdown. As a district we participate annually in Active Shooter training and these procedures are a result of that training. This training has been conducted by certified trainer Jay Jastel with the Monett Police Department and our city Chief of Police Mike Abramovitz. Below are some basic guidelines that we follow:

- We will be very clear when making lockdown announcements to staff and students. The goal is to have zero miscommunication with the situation so everyone can react according to the event. It may be a soft lockdown where we simply keep everyone inside the building but they can move around normally in the hallways or a more secure lockdown in which all students will remain in classrooms.
- All classroom doors will be locked during the day, however, we keep magnet strips over the locking mechanism of our doors to allow students to freely enter and leave during the day. In the event of an actual lockdown teachers can now easily take in students who may be in the hallway and then remove the magnet to ensure doors are locked without having to find keys to lock their doors.
- We are now trained to fight (if necessary) to keep intruders out of the classroom by any means possible. This may mean to barricade the door, throw books, desks or any other objects at the intruder to encourage them to move on. Updated information demonstrates that these events end quickly once law enforcement enter the building so the goal is to make it as difficult as possible for the intruder, while keeping kids safe, until law enforcement arrives. Please note that the fighting back concept only applies when the intruder may be attempting to enter a classroom.
- Staff are also encouraged now to get kids out of the building if they can do it in a safe manner. Staff will tell students where to run in the event they are able to flee the building. Again, only if students and staff can flee safely will they leave the building.
- In the event of an actual lockdown we will, as quickly as possible, notify parents through the all call system so you know what is happening. We ask that you please remember our first priority will be keeping the kids safe followed by communicating the situation with parents.
- Lastly, there are numerous “what if” situations that can occur and we cannot possibly simulate all of them. However, we are confident that these basic procedures and staff commitment to students safety will guide us should the need arise.

Respectfully,

Russ Moreland
Superintendent of Schools

