



KEEPING OUR SCHOOL BUILDINGS SAFE THROUGHOUT THE DAY

Dear Parents/Guardians:

As you are aware, the school division has revisited and updated each school's safety plan in light of the recent events around the country. After careful consideration and in consultation with the Police and Fire Departments, doors to all of our schools are locked during the instructional day.

To obtain access to our school buildings during school hours, **all** guests will now be required to show an ID upon entrance. Anyone wanting to enter our schools should ring the doorbell, have their ID ready, and sign in through our Identification System known as Raptor. Raptor will produce a picture identification that all guests are asked to prominently display for all staff members to see. Our school security officer, school resource officer, or a school employee will be present at the front entrance to check in guests and provide them with directions. This change went into effect at all our school facilities on March 9, 2018.

Consequently, if we discover any student who has opened a door to allow an individual to gain access to our school buildings without following our safety protocols during the instructional day, disciplinary action will be taken. Allowing an individual to enter the building through an alternate entrance during instructional hours places all students and staff at risk. This behavior will be viewed as a threat to the safety and security of everyone in the school building and by doing so will be subject to disciplinary action which may include suspension and/ or a recommendation for expulsion.

We appreciate your patience and understanding as we work to implement safety precautions to keep everyone safe; **safety is our top priority.**