



Practice Drills Sample Letter Administrative Procedure 8.38A

8.0 Safe Schools

Date

Dear Parents:

As we highly value the safety of your children, we have developed plans to guide our actions during an emergency.

In order to ensure all staff and students are aware of these plans, we review them throughout the school year. This includes practicing for emergencies. Your child will participate in ten (10) fire drills (evacuation drills), a minimum of two (2) lockdown drills and two (2) bus evacuation drills this school year. Each time we have a lockdown drill, you will be informed.

It is our sincere hope that an emergency will never occur, however should one happen, we will act in the best interests of your children and keep you as informed as is possible.

If you have any questions or concerns, please contact me at the school.

Sincerely,

*Principal
School*