

Sauk Prairie School District

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November 3, 2017

Dear Sauk Prairie School District Families and Caregivers,

The Sauk Prairie School District values our close collaborative relationship with local law enforcement and emergency responders. We are presently updating our District's safety response plan, and will continue to maintain safe and caring schools. In the case of an emergency situation, when school is in session, we want you to be aware that the School District is prepared to respond in a timely and effective manner to provide a calm, confident and safe environment for the students and staff.

In order to effectively handle a crisis or emergency situation, a school safety response plan is developed at each building to appropriately respond to school emergencies. Educators discuss and practice procedures including periodic drills throughout the school year. Due to the passing of the referendum, security measures and facilities upgrades have been put in place for the 2017-18 school year and going forward.

Your cooperation is equally important and necessary in every emergency situation. During an emergency, information will be distributed through an automated messaging system (Skylert), the School District Website and/or local media such as WISC 3 TV, WMTV 15 TV, and WKOW 27 TV. If necessary, parents/guardians will be contacted directly by telephone. Parents should not attempt to contact the school, as the phone lines will be in use by the School District to coordinate emergency services.

An additional resource that is utilized by Sauk County agencies is the Sauk County Nixle Emergency Management System. This system sends out text message and email alerts regarding events that may happen locally. Signing up for Nixle is easy. You may either text your zip code to 888777; or, go to the link that follows and click on the green 'sign up' button to register.
<https://local.nixle.com/county/wi/sauk/>

During a school incident, only emergency responders will be allowed to enter the school. Please remember not to go to your child's school, unless you have been directed to do so.

In the event of a school evacuation, you will be given instructions about a designated offsite location where you can receive information and where reunification with your child will occur. Students will be kept at an off campus evacuation point and only released to a parent/guardian or

an adult who has been authorized on Skyward Student Records. We ask that you review this information each year as part of the Annual Online Registration process. It can also be updated at anytime throughout the year in one of two ways:

- Log into Skyward Family Access and make the changes yourself for each child
- Contact the Student Records Office at 643-5984 or susan.oneil@saukprairieschools.org to set up an appointment to meet to update your child's information.

It is very important that all emergency contact information be current. Parents, guardians or designated adults should be prepared to show a picture I.D. when picking up their student(s). For security reasons, no phone authorizations will be accepted.

Please discuss these matters with your family. Thank you for impressing upon your children the critical need for them to cooperate and follow all school or emergency personnel instructions in times of an emergency. Planning ahead will help alleviate anxiety during emergencies. Should an emergency occur, we thank you in advance for your cooperation and patience. By working together in the powerful partnership of home and school, we will create an optimal environment for learning while keeping our school community safe and secure.

Sincerely,



Cliff H. Thompson
Superintendent of Schools