



# JEFFERSON

## Elementary School

KATE WYMAN  
Principal

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Dear Jefferson School Families,

We are required by law to conduct various emergency drills each school year. The drills are intended to prepare our students to respond in the event of an emergency - fire, severe weather, lockdown, and evacuation (gas/chemical leak, dangerous situation on campus or in our neighborhood). We want you to be aware our teachers will be discussing school emergency protocol for lockdown procedures with our students.

The district is following the ALICE protocol: Alert, Lockdown, Inform, Counter, Evacuate. The ALICE protocol offers more choices for those that find themselves in emergency situations besides the typical lockdown/"hide in a corner" procedures. More information on these protocols can be found at

<https://www.alicetraining.com/our-program/alice-training/k12-education/>.

To teach students about the procedures in a non-threatening manner, all K-3 classrooms at Jefferson will show a video read-aloud of the book *I'm Not Scared, I'm Prepared*. The book details what to do in such an emergency. It illustrates the importance of a school of ants, learning to follow their teacher's direction in a lockdown emergency, through the use of sheep and a wolf. We hope this provides a low-stress way for students to learn about these situations in an age-appropriate manner. The link to the K-3 video is [here](#). All 4-6 students will be viewing a district-created [video](#) on how to respond using the ALICE protocol. This video was recorded right here at Jefferson, with our former school resource officer, Officer Cabell.

Please feel free to contact me via phone or email if you have any questions or concerns. We will make every effort to communicate most scheduled drills (such as lockdown and evacuation drills) in advance. Many times, fire and severe weather drills are conducted regularly and not formally communicated to parents. Communication about lockdowns and evacuations will be sent via PowerAnnouncements or notes in your child(ren)'s backpack. We hope through talking with our students about the emergency protocols, they become as comfortable with what to do in an emergency situation, as they are with fire and tornado drills.

Thank you,

Kate Wyman, Principal  
Jefferson Elementary School