



Dear Parent:

In our district, the safety and security of our students is our highest priority. Our schools and school district regularly plan and practice safety drills and discuss safety procedures to ensure we are prepared. The information below will let you know of some of the procedures we will follow to protect our students during an emergency event.

What happens during an emergency:

Making sure our students are safe is very important. In the event of a major emergency situation, Newberg schools may secure the campus in what is called a “lockdown.” Classroom doors are locked and no one is permitted to enter or exit until school administrators give the all-clear signal. In other situations, students may be evacuated from the building to a secure and safe location. School personnel work closely with public safety officials during emergencies.

Students may be kept on campus:

In the event of a chemical spill or other immediate danger to health and safety, public safety officials may direct school personnel to keep students on campus, even after hours, until the all-clear is given.

- Reunification: If such an emergency occurs, *students will be released only to an adult who has been identified as parent, guardian, or emergency contact on your child's emergency card.* It is very important that parents update emergency information as needed. Each school is prepared to provide food, water, and medications (those listed on your child's medication records) to your child if we are directed to hold students on campus.

What to do if your child is kept on campus during an emergency:

1. To keep phone lines free for emergency use, do not call the the school. Information will be provided via phone calls, text message, emails, the district website, the district app, and through news media. This will include information on when and where your child can be picked up.
2. Please do not come to the school until you are instructed to do so. Access to the school may be limited by emergency vehicles and first responders. Stay close to your communication channels to receive accurate, timely updates and instructions.

3. Your student may call/text you about an incident before the district is able to notify you. Please rely on the district's information and monitor your phone or email closely to ensure you are receiving accurate and timely updates. Student texts and social media posts can cause confusion and further disrupt safety protocols.
4. If you speak with your child on a cell phone, remind them the importance of listening and following the directions given to them from teachers or public safety officials.

We strongly encourage parents to check and update your student's emergency information with a list of authorized contacts, health conditions, and medications needed (should medications be given at school).

Please contact the school office should you have questions or concerns about our emergency plans. Thank you.

Principal