



PAULDING COUNTY SCHOOL DISTRICT

Focused on Learning

January 2012

Dear Parents,

The Paulding County School District understands that providing a safe learning environment for our students is critical. Local safety teams, administrators, and district office personnel meet regularly to plan and educate one another to ensure the safety of our students and staff. Parents are encouraged to visit the Safety link on our district website: www.paulding.k12.ga.us, select Departments; select Safety. The Safety First Handbook provides parents a summary of the various safety initiatives taking place in our district. On this link parents can also view the Focused on Safety newsletters that are sent to our employees quarterly.

The primary purpose for this letter is to provide some very important information to all parents regarding actions that should be taken in the event of school closings, delayed school openings, severe weather, and other crisis situations.

In many of the situations listed below, parents may be called via One Call Now, our parent notification service. It is important that the names and phone numbers in the student information system are correct. If your address, home phone or cellular phone numbers have changed recently, please contact your child's school to make updates.

SCHOOL CLOSURE DUE TO WEATHER OR OTHER CIRCUMSTANCE

Whenever there are threats of winter weather conditions, the district administrative staff begins monitoring conditions while receiving regular updates from the Paulding County Sheriff's Department. Once a decision is made, calls are sent out to all district and school administrators. A call is placed to all parents and staff using One Call Now. Local television stations are notified. The school district website is updated with the closing information.

DELAYED SCHOOL OPENING

In the event that weather conditions warrant, the beginning of a school day could be delayed. If that situation should occur, school opening would be delayed until 10:00 a.m. A call through One Call Now would be sent out as soon as the decision is made.

EARLY RELEASE FROM SCHOOL

There may be times when an unexpected weather situation occurs after school has already begun, and an early release from school becomes necessary. Once that decision has been made, an immediate call would be made to parents using our One Call Now parent notification system. Schools would begin the process of dismissal in reverse of the normal order. High schools and middle schools would dismiss first, followed by elementary schools. By reversing the order of dismissal, we provide our least experienced drivers the opportunity to arrive home sooner, and

allow older siblings to be home when their younger siblings arrive.

SCHOOL LOCKDOWN SITUATIONS

A school may go into lockdown for a number of reasons. There may be police activity near the school or some other threat. The purpose of a lockdown is to keep all students safe inside a secure, locked environment. Parents and others who come to the school while a lockdown is in place will not be allowed to enter the building. In most cases, when a lockdown is implemented as a precaution, other than a drill, a letter will be sent home with students advising of the situation.

SEVERE WEATHER

During the threat of severe weather school administrators as well as district office personnel are on alert. Weather radios, local newscasts, local law enforcement and other media outlets are monitored. When the National Weather Service sends out “watches” and “warnings” that information is relayed to school administrators and secretaries. As the need warrants, students are placed into appropriate safe locations in the school. Parents are strongly advised against going to the school to check their children out while they are in severe weather position. It is usually much safer to be in a block-brick building than to be in a vehicle traveling during a severe storm.

SAFETY DRILLS

Our schools conduct various safety drills throughout the school year. A fire drill is required every month. Lockdown and severe weather drills are conducted once each semester.

RELOCATION - REUNIFICATION

In rare instances, a situation may arise where students and staff are evacuated from their school. Should this occur, each school has a plan in place to relocate, and reunify students with their parents. A One-Call Now would be sent out to the parents. Parents would be advised of the situation and asked to proceed to the school’s relocation site(s) to pick-up their child(ren).

For (insert name of the school), the following are the possible relocation sites:

(Insert primary location site)

(Insert secondary location site)

(Insert school alternate location site)