

From: [REDACTED] <[REDACTED]>
To: Ike Groff <[REDACTED]>
Subject: Fwd: Message From the Office-May 22
Date: Thu, 22 May 2014 11:58:19 +0000

Sent from my iPhone

Begin forwarded message:

From: Joanne Rocco <[REDACTED]>
Date: May 22, 2014, 7:50:48 AM EDT
To: [REDACTED]
Subject: Message From the Office-May 22
Reply-To: [REDACTED]

May 22, 2014

Dear Parents,

We will be conducting a lockdown drill today with all students and staff. This is an opportunity for staff and students to practice the procedures that are in place to secure the building in the event of a safety threat to the school. Our drills usually last approximately 10 - 15 minutes and we will not be able to allow visitors into our building during this time.

Each month, we are required to hold either a fire or lockdown drill. These drills are an opportunity to continually review, teach, and practice our safety protocols with staff and students. Please feel free to contact me if you have any questions regarding today's drill or any of our safety procedures.

Sincerely,

Joanne Rocco

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