

February 23, 2018

Dear Parents/Guardians:

Event Date: March 28th, 2018

Time: 2:15 p.m.

Location: Rock Springs Family Recreation Center

On Wednesday, March 28th, 2018, Stagecoach Elementary School will be participating in the Standard Response Protocol Reunification Method safety drill. The purpose of Stagecoach's Evacuation and Student/Parent Reunification plan is to safely protect our students from harm and successfully reunite our children with their parents after a school-wide evacuation. The plan will include evacuation locations, task force team members, administration, teacher, and staff roles, a general timeline, necessary resources, and communication chains.

Drill Procedures are as follows: students and staff will take busses to the Rock Springs Family Recreation Center on March 28th at 2:15 p.m. They will all be informed that this is a drill and we are only participating in this event to help them practice maintaining their safety. At the Recreation Center, students will remain in the ice arena bleachers with their teachers until dismissal. At the time of dismissal due to the distance of the Rock Springs Family Recreation Center from Stagecoach, no students will be allowed to walk home: please make alternative arrangements for student pick-up and notify the office with the attached form. Bus riders will be escorted with their teacher to their assigned bus. If you are picking your child up that day you will need to come to the Recreation Center. Pick up will begin at 3:00 p.m. First, locate Stagecoach staff at the reunification table and verify your identity: you will need your **Driver's License or Picture ID in order to pick up your student**. Then, we will bring your child from the ice rink safe holding location out to you. The purpose of this is to prepare for a realistic reunification crisis scenario. For further information on the necessity of reunification and other Standard Response Protocol information, please visit www.iloveguys.org.

This safety drill will also include our local community partners including RSPD, RSFD, the Family Recreation Center, and The City of Rock Springs to help us safely and successfully execute this drill. With all the practice, efforts, and support from our community, we at Stagecoach Elementary know our children will be safe and protected no matter what events arise. Thank you for your time. If you have any questions please attend our Reunification Meeting at Stagecoach Elementary school on Tuesday, February 27, at 10:00 a.m., or Wednesday, March 7, at 6:00 p.m.

Sincerely,

Jennifer Martin-Palacios