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# Stillwater

*Central School District*

**Dr. Stanley Maziejka**, Superintendent of Schools

January 28, 2013

Dear Parents,

The tragedy at Sandy Hook Elementary School in Newtown, Connecticut, has all of us thinking more about safety. I want to reassure you that as part of the district's ongoing emergency preparedness planning, Stillwater has worked diligently to be proactive about safety, security and planning ahead for potential emergencies. Every year we review our procedures, and hold simulations and drills to practice and improve our protocols.

Within the next two weeks, all students and staff will attend an assembly facilitated by our Safety Consultant Micki Jones, to review emergency procedures and talk about students' rights and responsibilities during emergency situations. Students and staff will discuss safety terminology, the importance of listening and following directions during an emergency and how to report concerns. Students will also review how to contact their parents in an emergency and/or unplanned early dismissal.

**During the week of February 11-15, all district students and staff will be participating in a formal lockdown drill.** This drill will take place at each school on the same day, within regular school hours and will not change dismissal times at any school.

**To ensure the February lockdown drill is as effective and as serious as possible, we cannot tell you the exact date of the drill. We will send a letter home with students on the day of the drill so you will know it took place.**

While we will be discussing the lockdown drill at the school-level safety assemblies, we hope that you take this opportunity to discuss school safety with your child and any anxiety he or she may have. Please remember that the goal of these practice drills is to reassure students that there is a district safety plan, and that they're an important part of it.

As always, if we make any changes to the routines you and your child are familiar with, we will let you know. Please feel free to email me with any questions or concerns. Thank you for your cooperation and support.

Sincerely,



Dr. Stanley Maziejka  
Superintendent of Schools  
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