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**West Harvey-Dixmoor School District 147**

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DISTRICT ADMINISTRATION**Interim Superintendents**

Dr. Jerry Jordan
 Dr. Creg E Williams

Assistant Superintendent

Ms. Camille Robinson

CSBO

Mrs. Cynthia Edwards-Jackson

Director of Specialized Services

Mrs. Iliana El-Khailani

Director of Human Resources

Ms. Cicely Calhoun

September 17, 2024

Greetings WHD 147 Families:

West Harvey-Dixmoor School District 147 is proud to be able to serve you and your children and will continually strive to provide a safe learning environment.

The safety of all staff and students in our schools as well as the safety of the school community is very important to us. In order to maintain a safe environment for our students to study and learn, it is necessary to practice our emergency and crisis response plans.

Due to the current national climate that we live in, we will be conducting three primary safety drills--FIRE, SHELTER in PLACE, and LOCKDOWN-- throughout the school year. This letter is to help you understand the importance of these drills.

FIRE DRILL

The schools will conduct at least one fire drill per semester. We want students to understand and be aware of the importance of this drill and not be afraid when the fire alarm sounds. During a fire drill, students and staff will exit the building to a designated area. Once the fire department has cleared the building, students and staff may reenter the building. By practicing this drill, students will know what to do and how to do it.

SHELTER in PLACE

The schools will conduct at least three Shelter in Place drills throughout the school year. The purpose of this drill is to prepare students and staff to move to a safe location within the building in case of severe weather such as tornados or severe storms.

LOCKDOWN DRILLS

The schools will conduct three different types of Lockdown Drills throughout the school year. The purpose of these different lockdown drills is to keep students and staff safe from any danger outside or inside the building.

Lockdown 1: Secure & Teach- there is no danger but hallways need to stay clear and minimize movement.

Lockdown 2: Secure Building- there is a threat or hazard outside the building.

Lockdown 3: Intruder- there is an intruder in the building, lock doors and stay quiet and out of sight.

All doors will remain locked during these drills until the danger has passed. These types of drills will secure the school building and safely shelter all students, staff and visitors within the building.

Remember, these safety drills are done to help ensure that our schools are a safe place to learn and work. If you have any questions regarding any of these drills or any safety concerns, please contact your child's school.

Respectfully,

Dr. Creg E Williams & Dr. Jerry Jordan, Interim Superintendents