

Parents and Students:

We would like to take this time to provide information on the campus emergency procedures.

### **Emergency Drills and Process Information**

The campus will participate in various drills throughout the year. The goal of each drill is to ensure that students understand the processes of the drill and know where to go in the event of a real emergency. Teachers will be covering the processes for evacuations, campus lockdowns, campus lock-ins and fire drills during the first weeks of school. Fire and lockdown drills will occur at various times throughout the year and at different points throughout the day. Teachers will be notified that a drill is being conducted.

### **Cameras and Door Sensors**

The cameras and door access points have been updated. We have cameras that monitor all exterior and interior areas of our campus. In addition, every exterior door has a monitoring sensor that alerts the front office and an alarm sounds at the location if a door is opened without a scan card being used. Students should not exit or enter an exterior door (except the main entrance) during the school day without a staff member. Students should not open a door for any individual (including friends or staff) during the school day. Not only will an alarm sound but it puts our campus in a possible dangerous situation.

### **Evacuation and Reunification**

Should the campus experience an emergency situation that requires evacuation, the location of reunification of students with parents is The Woodlands Church. Please know that every step we take during situations of this level will be in the students' best interest as student safety is our number one priority.

During the reunification process, we kindly ask for your patience. We will disseminate information as fast as we can, and we will work as swiftly as possible to reunite students with families. Please know that the information provided and the pace with which this process will unfold will be determined by the circumstances of the event, and we kindly ask for your patience.

### **Security**

We have at least one armed police officer on campus at all times. We also have two or three unarmed security personnel on campus to help secure the outside of our facility. We usually have a second police officer on campus each day starting about mid-morning. The officers work to engage students and develop a positive relationship between students and the police.

### **Communicating Concerns**

Our staff is always available to assist with concerns that students have. We encourage students to notify the campus should they see or hear something that is concerning. There are a few options available to students:

**Campus Administration.** This includes the 11 principals on campus as well as the 11 counselors. Each student is assigned an assistant principal and a counselor based on the student's last name, and they are available at any time to listen to the student's concern. If their specific assistant principal or counselor is not available, any assistant principal or counselor on staff can assist.

**Kid Chat.** Kid Chat is an anonymous tip line that students can report concerns to after school hours. The number for Kid Chat is 1-888-543-2428 (1-888-kid-chat). This number can also be found on the CISD website under Guidance and Counseling.

**Anonymous Alerts app.** This app allows users to create an anonymous alert regarding bullying, cyberbullying, fighting, or drug and alcohol related issues to name a few. The app is available in the Apple App Store, Google Play Store, and Chromebook. Search for “Anonymous Alerts”. A login and password will need to be entered, and they are:

***Login:*** conroeisd

***Password:*** conroeisd

Regardless of which form of communication above that students choose to use, we highly encourage students to be as forthcoming as possible, providing us with as much information as they can as soon as possible. This will be very beneficial to us as we navigate through the issue.

Please let us know if you have any questions.

With Cavalier Pride,

Cavalier Family