



May 20, 2013

To Bromwell Parents:

The safety of your Bromwell student as well as the safety of the school staff and support personnel is very important to us. In order to maintain a safe environment for our children to study and learn, it is necessary that we practice our emergency and crisis response plans by having drills designed to exercise our procedures.

We had a Lockdown Drill at school today and our students and staff followed process and procedures for the drill very efficiently. We will be conducting various drills through out the school year. This letter is to help you understand the importance of this as well as to understand each type of drill.

The students and staff of our school practice 3 primary emergency drills each year. They are "FIRE DRILLS"; "LOCKDOWN DRILLS"; and "SHELTER-IN-PLACE DRILLS". Each type of drill is explained below.

FIRE DRILLS

The school will conduct a "fire drill" each month that school is in session. This is a Fire Code requirement as well as a requirement by Denver Public Schools. We want each student to understand and be aware of the importance of this drill and not be afraid when the fire alarm is sounded. By practicing they will know what to do and how to do it.

LOCKDOWN DRILLS

The school will conduct one "Lockdown Drill" each semester of the school year. This type of drill will secure the school building and safely shelter all students, staff and visitors inside the building. The purpose of this drill is to keep the students safe from any danger outside or inside the building. During a "lockdown drill" all of the perimeter doors to the school building will be locked and will remain locked until the danger or issue outside or inside the building is removed. To enable everyone to remain safe, no one will be allowed to enter the building or leave the building until the authorities authorize such a release.

SHELTER-IN-PLACE DRILLS

The "Shelter-in-Place" drill will be conducted 1 time a semester each school year. The purpose of this drill is to be prepared to move to a safe location within the building in case of severe weather or tornados.

Please remember that these safety practice drills are done to help maintain our school as a safe place to learn and work.

If you have any questions regarding any of these Safety Drills or other safety concerns, please contact the Bromwell office. The telephone number is 720-424-9330.

Sincerely,

A handwritten signature in cursive script that reads "Jody Cohn".

Jody Cohn

Bromwell Principal