

John G. Prendergast School

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Elizabeth Nimons, Principal

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Dear Prendergast Families,

Welcome to the 2018-2019 school year. The safety of our students and staff is our number one priority. Should an emergency arise while school is in session, we want you to be aware that Ansonia Public Schools has a detailed emergency operations plan. This plan is based on the National Incident Management System, the standard of care for emergency planning. This letter is intended to provide you with guidance in planning for emergencies with your child. Your cooperation is necessary in any emergency.

In the event of an emergency, students may be kept at school until they are picked up by an adult who has been identified on the school's Emergency Contact Information form, which is required to be filled out by parents at the beginning of every school year. A copy of the Emergency Contact Information form was included in each welcome back packet. Please return those forms to the Main Office or to your child's homeroom teacher during the first week of school. **We will not release your child to anyone unless (s)he is listed on Emergency Form.** Please be sure to consider the following criteria when you authorize another person to pick up your child:

- (S)he is 18 years of age or older
- (S)he is available during the day
- (S)he knows your child
- (S)he is both aware and able to assume this responsibility

In an emergency which requires us to evacuate the building, please realize that students may be transported to and released from an alternate location within the city of Ansonia. Please do not come to Prendergast School until directed to do so by school officials. Please instruct your child to remain in their designated area until you or a designee listed on your child's emergency form arrives. Anyone who is authorized to pick up your child must have a government issued photo ID to ensure we are releasing your child to the proper authority. Please be patient and understanding with the student release process to help ensure the safety of all students.

Please do not telephone the school. Telephone lines will be needed for emergency communication. If students are kept at school, or released from school, you will be notified via the school's automated phone and district's email messaging system. Listen to local radio stations for emergency announcements. In addition, information regarding day-to-day operations will be available on the Ansonia Public Schools website at www.ansoniam.org.

The decision to keep Ansonia Public School students at school or transport them home will be based upon the nature of the emergency, the availability of transportation, and environmental conditions. Every reasonable effort will be made to communicate our actions without jeopardizing the safety of our students and staff or compromising our emergency response efforts.

Prendergast School also engages in a variety of emergency response drills throughout the year. These actions will test our response efforts and ensure students are familiar with our procedures.

Ansonia Public Schools takes emergency planning very seriously and has worked closely in cooperation with Ansonia's government, Police, and Fire Departments to continually update our emergency response plan. In addition, our School Safety Committee meets regularly to review our Emergency Operations Plan. Please impress upon your child the need for him or her to follow the directions of any school personnel in an emergency.

Please feel free to contact me with any questions or concerns that you may have.

Thank you for your continued support.

Professionally yours

Elizabeth Nimons