



LONGWOOD CENTRAL SCHOOL DISTRICT

Lance Lohman, Ed.D.
Superintendent of Schools
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Dear Colleagues, Parents, and Students:

In accordance with the Safe Schools Against Violence in Education (SAVE) mandate from the New York State Education Department (8 NYCRR 155.17g), please review the important information below regarding school safety.

All staff completed safety training on New York State mandated topics including, mental health, violence prevention protocols, as well as district and building-level emergency plans.

For your reference, below is a list of procedures that buildings may initiate during the year:

- **Lockdown:** Secure school building and grounds during incidents that pose an immediate threat of violence in, or around, the school building.
- **Lockout:** Secure school buildings and grounds during incidents that pose an imminent concern outside of the building.
- **Evacuation:** Evacuate students and staff from the building (i.e., fire).
- **Hold-In Place:** Limit movement of students and staff while dealing with short term conditions/emergencies (i.e, power outage).
- **Shelter-In Place:** Shelter students and staff inside (i.e., weather emergency).

Plans and Practice: Each building in the district has a confidential Building Level Emergency Response Plan, Emergency Response Team, and Post Incident Response Team. The teams consist of school personnel, emergency responders and community liaisons. Students, staff, and emergency responders regularly participate in evacuation and lockdown drills to test their preparedness in the event of a crisis. Drills are conducted in a trauma-informed, developmentally age-appropriate manner, and parents or persons in parental relation are notified by the Building Administration within a week of a drill that one will take place.

Our District School Safety plan, created by the District School Safety Team contains non-confidential emergency protocols and an abundance of mental health and violence prevention resources. The plan is located on the district website under "Departments" and "School Safety."

School Safety: Staffed by experienced civil service appointed guards, the school safety department utilizes intrusion detection/access control systems, closed circuit television cameras, mobile patrol, and visitor management systems. The school safety department is available 24/7 at 631.345.6500.

While parents are welcome, all visitors must follow the school's security protocols, which have been designed to keep the buildings safe and secure for children and staff. Visitors are required to produce photo identification, acceptable forms of identification can be found on the website, Board Policy 5300, XIII. Please be advised, unannounced visits are not permitted.

School safety is everyone's job, if you see something, say something.

Sincerely,

Lance Lohman, Ed.D.
Superintendent of Schools

James Perrotta
Director of School Safety

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TIPLINE

For emergencies, the Suffolk County Police Department (SCPD) should be contacted immediately by dialing **911**. The SCPD also has a non-emergency phone number: **631-852-COPS (2677)**.

To report a crime anonymously, call **1-800-220-TIPS**, utilizing a mobile app which can be downloaded through the App Store or Google Play by searching **P3 Tips**, online at www.P3Tips.com, or by scanning the **QR Code** below. You may be eligible for a reward of up to **\$5,000** if your tip results in an arrest.

*The Longwood School Safety Department can be reached on a 24/7 basis by calling **631-345-6500** for non Police related matters.*

P3 TIPS

