

Dear Romulus Parents and Guardians,

I hope this letter finds you and your family well as we enter the New Year. Our team remains deeply committed to providing not only an excellent educational experience but also a safe and welcoming environment for your children. To that end, I want to provide an overview of the updated safety protocols we have implemented this year to enhance the security of our school community.

Updated Safety Protocols:

1. Visitor Verification with Raptor ID System

- All visitors must check in using the Raptor ID verification system. This system is linked to the law enforcement database and provides updated checks for visitors to our school.

2. Visitor Vestibule Use

- Visitors are required to use the visitor vestibule to maintain a secure entry envelope. This is the area between the second entry door and the main office door.

3. Volunteer Requirements

- All school volunteers must comply with existing district policies, including completing a volunteer application, consenting to reference checks, approved by the Romulus School Board, Raptor background checks and identification verification.

4. Secured Building Access

- All exterior doors remain locked during the school day and for events.
- If doors are temporarily unlocked or propped open for events, they will be monitored by staff to ensure security.
- After regular arrival and dismissal times, there will be only one designated entrance/exit point for student pick-up and drop-off. (South entrance)

5. Parking and Vehicle Protocols

- Student drivers and staff must display parking permits on their vehicles.
- Any student needing to retrieve items from their vehicle is escorted by a staff member.

6. Large Event Pre-Registration

- For large visitor events during school hours, RSVP cards will be used to pre-print Raptor visitor passes for faster and more secure check-in.

7. Safety Drills and Facility Maintenance

- Regular safety drills will continue to identify and address any areas for improvement in our security or facilities.
- We work closely with our law enforcement partners to ensure our protocols align with best practices.

8. Food for birthdays, parties, etc. for students

- All food that is brought in to share with students must be store bought, for example for a birthday party, or a holiday class party. This protects the individual

providing the treat and the school from liability if there was something wrong with the food. Per our district wellness policy, the district will always have approved snacks available in the event the child cannot have the store bought items.

9. Staff Professional Development

- Staff receive ongoing professional development and training focused on safety and security measures.

10. Enhanced Communication

- Recess, bus loop monitors, and parent pick up monitors have been issued dedicated walkie-talkie radios for efficient and reliable communication.
- Parent/guardians who pick up their child have been issued vehicle cards with the last name of the student being picked up to aid in recognition and increase efficiency.

11. Bus Safety

- Enforcement of the rule that seatbelts are required for all students up to and including fifth grade while riding the bus.

12. Fostering a Safety-Conscious Culture

- We encourage everyone to embrace a "see something, say something" approach to safety. This includes students, staff, and visitors.

Our Commitment to a Safe and Caring Environment:

While safety is a priority, we remain dedicated to maintaining a warm and caring school environment. These measures are designed to give students, staff, and families peace of mind so that we can all focus on learning, fun activities, and community.

Thank you for your continued partnership in creating a safe and nurturing environment for our children. Should you have any questions or concerns about these protocols, please reach out to the main office.

Warm regards,

Dan Doore
PK-12 Principal
Romulus CSD