Michelle LaJoye-Young
SHERIFF

Parents and Guardians

We would like to extend a welcome to the 2021-2022 school year! Kent City Community Schools and the Kent County Sheriff's Office have partnered to place a School Resource Officer (SRO) in your district. Your SRO works with school administration, staff, security, and local fire departments to develop Emergency Operations Plans. In the event of an emergency, we will need your help. Your efforts during an emergency can make responding to and recovering from the emergency better for everyone. Below are some key points we ask you to understand:

Before an Emergency:

- The school is a secure environment. Visitors are asked to check into the designated locations, produce identification, and explain why they are there.
- Students and parents/guardians should understand that threats affecting the safety of the school, faculty, and student body are taken very seriously.
    - If your student discusses security related threats with you, take them seriously and report it. ***If you see something, say something.***
    - You may report it to your school, police, or confidential reporting system called Ok2Say or Silent Observer.
    - If the threat is time sensitive or immediate, call 911.
- Make sure your emergency contact information as well as any individuals authorized to pick up your student(s) is up-to-date at the school they attend.

During an Emergency:

- Do not call the school. Do not call 911 unless you need emergency services.
- ***Do not go to the school unless otherwise instructed.*** Students may be moved to a safer or appropriate location for reunification.
- If a student is on a bus during an evacuation, they will not be released from the bus. They will be taken to the reunification area where they will be released.
- Listen to media broadcast or school notification system instructions informing you when and where to go to be reunited with students.
- Only authorized persons identified on school emergency forms, *with identification*, will be allowed to take custody of your student.

The Safety and security of all students is our top priority during an emergency and we understand that we cannot do it without the entire community's help. Emergency instructions are given as timely as possible and with the best intentions of keeping everyone informed. Following those instructions will help ensure a safe and effective outcome during a critical incident.

If you have any questions regarding school safety or the topics outlined in this letter, please feel free to contact your SRO.

Kent City Schools Resource Officer | **Deputy Scott Cook**
(616) 632-6181 ext. 4111, wscook@kentcountymi.gov

Stay Safe,

Michelle T. LaJoye-Young

Sheriff Michelle LaJoye-Young