

BLUERIDGE ELEMENTARY SCHOOL

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Controlled Student Release Drill For all Students Grades K-7 on Thursday January 21, 2016

On Thursday January 21 at 1:15 pm, we will be setting up and conducting a “Controlled Student Release” exercise to provide students, parents and staff an opportunity to practice an important component of our emergency preparedness program. Parents/guardians of all Kindergarten to Grade 7 students are requested to participate in the student release process by following our procedures as outlined below. If you live within walking distance we suggest you walk to the school, as you would after an earthquake.

It is crucial that you [or the designated alternate listed on your Student Emergency Release Form] bring photo identification when picking up student(s). No photo I.D. = no release!!

1. Enter school via the Student Release Station => Gym - look for signs.
2. Line up at appropriate table according to your child's surname.
3. Complete a release form for each child being picked up.
4. Show photo I.D., state child(ren)'s name(s). Receivers of the information will check your child(ren)'s Student Release Form (currently on file at school). Students will only be released to an alternate if they are on your child's Student Release Form. (Green Form filled out at the beginning of the school year).
5. After verification of information, parents/designate will be given 3 stickers and proceed to the waiting area => Gym
6. Parents of Gr. 6 students please come later as the Gr. 6's are the runners who are picking up students and bringing them to the waiting area.

Please note:

- Please be patient! We want to see the ‘release’ in action and also to use it as a learning exercise for staff. (Students will not be returning to class after they are dismissed to the adult picking them up on that day.)
- No adults, other than staff, will have access to the rest of the school.
- School phones will not be answered during the exercise just as they would not be answered during a real earthquake. Please refrain from using mobile phones to contact your child.
- Early dismissal for appointments cannot be accommodated after lunch on this day. – All students will be released according to the Student Release Plan.
- Please talk to your child in advance about the drill and who will pick them up.
- If you are unable to join us for the practice, your child will remain in class until 3pm when they will be dismissed as they normally would.

If you can, please help us by participating in this very important drill! Students will be released through a formal process. Please respect the importance of controlling the release of students. We appreciate your patience. Dress appropriately for the weather.

YOUR CHILD'S SAFETY IS PARAMOUNT!

Ms. Kee Ms. Primas
Principal Vice-Principal