

Dear Parents(s) or Guardian(s):

The safety and welfare of our students and staff are our highest priorities. To provide schools an opportunity to practice emergency response procedures, the Superintendent of Schools has asked all students and staff to participate in a District-wide emergency preparedness drill on \_\_\_\_\_, at \_\_\_\_\_. Please be advised that students will be dismissed at the regular time on this day.

The goals of the training drill are to improve our ability to protect students, save lives, and reduce injuries. As part of the drill, the students and staff will participate in the activation of our school's Safe Schools Plan. You are encouraged to participate in this drill.

Prior to the drill, please discuss with your child your family's home preparedness plan. Several resources are available to help you prepare. The American Red Cross has outstanding materials. You can obtain Red Cross materials in English or in Spanish from their web site: <http://www.redcross.org> or by calling the Los Angeles Chapter at (800) 540-2000. Your telephone directory also has valuable information on first aid, CPR and home preparedness.

If you have any questions or need further information, please do not hesitate to call our school office at \_\_\_\_\_.  
(School Phone Number)

Sincerely,

Principal