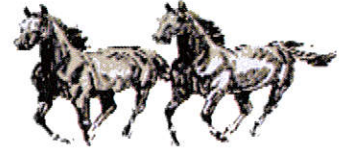


# Bookcliff Middle School



540 29 1/4 Road  
Grand Junction, Colorado 81504  
Phone: 970.254.6220 Fax: 970.245.7812

Hello Parents and Friends of Bookcliff Middle School!

Throughout the year, we will be faced with various exercises that are designed to test the systems we utilize and ensure that our students and staff are as safe as possible. Here is a quick explanation of the different terms you may hear from your children.

**Fire Drill:** We do about ten of these per school year. It serves as a first step in a response to evacuate the building, making sure all students and staff are out and at a safe distance. If it is an exercise, we return to the building. If it is an actual event, we would leave the grounds and travel by bus to another site, to be determined and utilize the D51 protocol to reunite the students with their parents. All of this would be communicated by the district security team and building administration.

**Shelter-in-Place:** This is utilized when we need to maintain safety inside the building. If something occurs outside the building, in the neighborhood, or the immediate area that warrants us getting inside, but allowing for in class learning to continue, we activate this system. Examples might include: Wildlife on campus, accident on a nearby road, and highly inclement weather. These events usually set the tone for us moving inside, maintaining a perimeter of safety, and allowing for internal movement. If you are at our front doors and they are locked, or you are approached by Law Enforcement, this may be the situation.

**Lock-Down:** This is the next step in securing the building and all occupants inside. We utilize this when there is imminent danger or threat to the students and staff in the area of the building. Examples might include: Felony activity, increase of safety from a shelter in place, and activation of protocol from Law Enforcement. These events mean we are all inside, barricaded in and waiting for Law Enforcement to arrive. If you are at our front doors and they are locked, or you are approached by Law Enforcement, this may be the situation.

**Reunification:** In many situations that warrant this protocol, we will communicate through the D51 Security office. This will be the manner in which you will come and pick up your student. We would utilize this for sickness outbreaks, and after evacuation of the building. If this is activated, we could be at a different site, or here at Bookcliff. This will all be communicated along with clear instructions on how and where you can pick up your student.

I want you to know that your student's safety is our #1 priority. We will always partner with Law Enforcement agencies and D51 Security to ensure that we are taking every necessary precaution, every day. Thank you for your continued support of Bookcliff Middle School. If you have any specific questions, please feel free to connect with me directly.

A handwritten signature in black ink that reads "Jim Butterfield".

Jim Butterfield Principal