

April 2018

Dear Families,

Following the letter I wrote to you in February, I have had many emails, phone calls and meetings with families and community members. I am grateful for the united value of collaboration in keeping our students and staff safe. In these conversations, it became clear that the information you and our community members desired to learn more about was not our drills such as fire, earthquake or even lockdown. The drill you wanted more information about was our procedures in response to an active shooter.

Our district, in collaboration and partnership with both the Enumclaw Police Department and Black Diamond Police Department, have been working with school staffs to reinforce the protocols and procedures for active shooter drills. The response to active shooter is clear in its words, but situational in its response. Unlike an earthquake drill where each student and staff member will *drop, cover and hold on*, our staff and students response to an active shooter will vary.

The active shooter drill is based upon three actions, but these actions are not sequential doing one followed by the next.

- There is one clear direction: RUN.
- If students and staff are not able to run, then they will HIDE.
- If, and only if, they are directly confronted then the procedures are to FIGHT.

Often, one hears these three words in a similar manner as the earthquake drill. In our work with students and staff we are using these words in our training and drills. Elementary school students, particularly primary age students, are guided by staff in the RUN portion. Once they have safely removed themselves from imminent threat, they will remain at that spot until district or emergency officials pick them up.

What is clear, is these actions should be ones in which we all become familiar. The actions of RUN, HIDE, FIGHT are the same responses we would recommend for you to discuss as a family. If you find yourself in an active situation in any public place, such as the mall, church or theater, you can have a plan of action. One key piece of the conversation is to know where all exits are located when entering a building.

We (District and Police Department leaders) have committed to meeting on a monthly basis to ensure we are up-to-date on the safest and most efficient protocols. We will incorporate these protocols into our school district procedures. We will also continue to share strategies for you to talk about as a family for outside of the school day. This is our commitment to you.

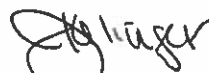
In Partnership with you,



Mike Nelson
Superintendent



Bob Huebler
Enumclaw Police Chief



Jamey Kiblinger
Black Diamond Police Chief



Southwood Elementary

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Dear Southwood Families,

The first ingredient in fostering a powerful learning community is to ensure safety of all students and staff members. In the past couple months, Southwood staff have engaged in conversation around preparing for the possibility of an active shooter. We've learned that though it is impossible to create a single plan for situations like these, we can prepare well through thoughtful conversation with staff and students.

Southwood has worked closely with Enumclaw Police Department to ensure our preparation aligns with best practices. Officers Tony Ryan and Grant McCall attended a recent staff meeting to train staff on the how to make effective decisions in active shooter situations. They explained RUN, HIDE, FIGHT procedures, emphasizing that the first choice will always be to RUN.

I understand the challenge of supporting young children in times of crisis. In addition to preparing staff members, it is important to ensure that students know how to respond. There is a delicate balance between eliciting unnecessary anxiety in young children and making sure that they are prepared for emergency situations. After Spring Break, teachers will use age-appropriate language to help students think through their response in a dangerous situation. We will emphasize the vitality of *following adult directions* quickly, and the top priority of *RUNNING away* from danger and *toward* a safe location. We will practice these steps in various settings in the school (classroom, recess, lunchroom) so that students are accustomed to quickly following directions of the adults that are responsible for their safety.

I encourage you to have conversations with your children about how to respond to situations like these in a variety of settings. If you have any questions or thoughts, I welcome your collaboration.

Partnering with you,

Andy Means
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HOW TO PREPARE FOR AND RESPOND DURING AND AFTER AN ACTIVE SHOOTER INCIDENT

Recent national tragedies remind us that the risk is real: an active shooter incident can happen in any place at any time. The best ways to make sure you and your loved ones stay safe are to prepare ahead of time and be ready. Taking a few steps now and mentally rehearsing what to do can help you react quickly when every second counts.



TAKE AN ACTIVE ROLE IN YOUR OWN SAFETY

NOW PREPARE

- Sign up for active shooter training
- If you see something suspicious, say something
- Know community response plans
- Identify the exits and good places to hide
- Learn and practice first aid skills and use of tourniquets

DURING SURVIVE

- Run
- Hide
- Fight



You may need to use more than one option.

AFTER BE SAFE

- Help law enforcement
- Seek out medical help
- Help others survive
- Seek help to cope with psychological trauma



NOW PREPARE

- Sign up for active shooter training.
- If you see suspicious activity, let an authority know right away.
- Many places like houses of worship, workplaces, and schools have plans in place to help you respond safely. Ask about these plans and get familiar with them. If you participate in an active shooter drill, talk to your family about what you learn and how to apply it to other locations.
- When you visit a building like a shopping mall or health care facility, take time to identify two nearby exits. Get in the habit of doing this.
- Map out places to hide. Solid doors with locks, rooms without windows, and heavy furniture like large filing cabinets and desks make good hiding places.
- Sign up for first aid and tourniquet training.



DURING SURVIVE

- **RUN.** Getting away from the shooter or shooters is the top priority. Leave your things behind and run away. If safe to do so, warn others nearby. Call 911 when you are safe. Describe each shooter, their locations, and weapons.
- **HIDE.** If you can't get away safely, find a place to hide. Get out of the shooter's view and stay very quiet. Silence your electronic devices and make sure they won't vibrate. Lock and block doors, close blinds, and turn off the lights. Don't hide in groups—spread out along walls or hide separately to make it more difficult for the shooter. Try to communicate with police silently—like through text messages or by putting a sign in an exterior window. Stay in place until law enforcement gives you the all clear.
- **FIGHT.** Your last resort when you are in immediate danger is to defend yourself. Commit to your actions and act aggressively to stop the shooter. Ambushing the shooter together with makeshift weapons such as chairs, fire extinguishers, scissors, and books can distract and disarm the shooter.



AFTER BE SAFE

- Keep hands visible and empty.
- Know that law enforcement's first task is to end the incident, and they may have to pass injured along the way.
- Follow law enforcement instructions and evacuate in the direction they come from.
- Consider seeking professional help for you and your family to cope with the long-term effects of the trauma.

HELPING THE WOUNDED

Take care of yourself first, and then you may be able to help the wounded before first responders arrive:

- If the injured are in immediate danger, help get them to safety.
- While you wait for first responders to arrive, provide first aid—apply direct pressure to wounds and use tourniquets if you have been trained to do so. Turn wounded people onto their sides if they are unconscious and keep them warm.

Additional Resources

VIDEO

Run. Hide. Fight. Surviving an Active Shooter Event
www.youtube.com/watch?v=5VcSwejU2D0

ONLINE COURSE

Active Shooter: What You Can Do <https://training.fema.gov/is/courseoverview.aspx?code=IS-907>

GUIDE FOR HOUSES OF WORSHIP

www.dhs.gov/sites/default/files/publications/Developing_EOPs_for_Houses_of_Worship_FINAL.PDF

GUIDE FOR K-12 SCHOOLS

www.fema.gov/media-library-data/20130726-1922-25045-3850/rem_s_k_12_guide.pdf

WEBSITES

www.dhs.gov/active-shooter-preparedness

www.fbi.gov/about/partnerships/office-of-partner-engagement/active-shooter-incident

www.fema.gov/faith-resources

www.redcross.org/ux/take-a-class