



August 2022

EMERGENCY COMMUNICATIONS PROCEDURE

Dear Winton Woods Families:

The purpose of this letter is to notify you of the procedures we will use to communicate with you in the unlikely event of an emergency or a serious threat to school safety.

In the event of an incident, we will:

- Disseminate information via One Call Now voice mail messages, email messages, text messages, social media (Facebook & Twitter) and/or smart phone app push notifications to inform our parents about what is known to have happened.
- Describe how the school and school district are handling the situation, implement a plan to manage phone calls and parents who arrive at school and utilize our district's website homepage to timely provide parents with updated information.
- Inform parents and students when, where & how school will resume **if** school day operations are impacted.

Facebook & Twitter are available to those who subscribe to these social media services and follow Winton Woods City Schools. Visit our website at www.wintonwoods.org for further information.

Our schools each have a comprehensive school safety plan that addresses our response not only to severe weather, fires, natural disasters, environmental incidents, industrial accidents and medical emergencies, but also to more serious types of disruptions and threats.

If you have any questions regarding this letter, please contact the school office. Our children truly are our most important resource and it is a privilege to educate and care for them. Partnering with you to ensure that they are safe and secure in our schools each & every day is a task of utmost importance.

Cordially,

Steve K. Denny
Executive Director of Business Affairs