

Walt Disney Magnet School

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Dear Parents,

I would like to assuage the worries you might have regarding the safety of your children in school. We have spent many hours discussing ways to improve the safety at Disney. We have had input from various sources as we try to refine protocols and procedures. The following list will provide some additional insights and measures that will be taken. Some elements can be put into place immediately, others will take time.

The administrative and security teams continually analyze procedures here in an effort to improve and ensure a safe and orderly environment. We have implemented some recent changes and improvements in an effort to improve building security and are considering other measures as well. Most of the following procedures have been implemented or will be in place in the near future:

- ❖ We have recently acquired a Traffic Control Specialist. She is located on the corner of Clarendon and Belle Plaine to provide a safe passage environment as well as to monitor and moderate automobile and pedestrian traffic. Her name is LaShawn and I know she will be treated with friendliness and respect.
- ❖ A School Security Officer will be stationed at door 6, the rear entrance of the school. Visitors entering door 6 are required to sign in. The front office will be notified and visitors will proceed to the front office where they will receive a Visitor Pass or other assistance once the reason for the visit is verified. This procedure applies to any visitor entering door 6 for any reason including late drop off and early pick-up of students.
- ❖ All visitors must visit the front office before proceeding to any other location in the school. Identification will be requested as needed.
- ❖ A School Security Officer will be stationed in the main office.
- ❖ School Security Officers will conduct vigilant indoor/outdoor patrols and surveillance of school property on a regular basis.
- ❖ School Security Officers will be clearly identifiable. Their wardrobe/uniform will designate their position.
- ❖ The lighting on school property has been repaired and the grounds are well lit during the evening and early morning hours.
- ❖ Entry procedures for students who are tardy between 7:45 and 8:00 a.m. no longer require them to wait outside. They may enter the CAC and will be processed for late arrival there. Students arriving late between 8:00 and 8:45 a.m. will enter through door 6. Any student arriving after 8:45 must be accompanied by an adult and signed into school in the main office.
- ❖ Dismissal procedures have been modified. All students will exit through the CAC, door 6, the link door, or the kindergarten dismissal door. Exit and entry procedures for PE and recess have been also been modified.
- ❖ Code Red (lockdown) has been practiced; teachers are aware of the procedures and safe locations in the school.
- ❖ Additional safety and security measures have been communicated to the staff.
- ❖ Doors other than the front door, Door 6 and the Link will be marked "No Exit."
- ❖ No "propping" of doors is allowed.
- ❖ Additional signage will be placed throughout the building.
- ❖ An additional security guard is under consideration

We hope that our school community will be respectful of the changes and support us by following the procedures that have been established to keep our school safe.

Be assured that your child's safety and security is our number one priority.

Sincerely,

Dr. Hagstrom

A handwritten signature in cursive that reads "Kathleen Hagstrom".