

February 20, 2017

TO OUR WILSON SCHOOL FAMILIES:

I hope this newsletter finds you safe as this last week has been extremely difficult on our entire community! Having such an immediate evacuation order brought to us can be very stressful and scary for all those involved. I want to assure you that our administrators, teachers, and staff, in conjunction with local authorities, are reviewing evacuation protocols to ensure the safety of our most prized asset: our students. We want our Wilson Community's return to school to be as seamless as possible and hope that the following information will provide you with some needed answers:

EVACUATION ORDER DURING THE SCHOOL DAY WITH NO IMMEDIATE THREAT (initiated by Superintendent Mr. Reeves)

Protocol:

Administrators initiate school evacuation by the following steps:

1. Initiates all call. Ex "Students at this time will be evacuating the school due to a county evacuation order. Follow your teacher to the location (see below pick up zones) DO NOT RUN!"
2. Designated staff sends a robocall to parents explaining the situation and location for them to pick up their child. Teachers have their rosters & Red envelopes and remain in the pickup zone helping supervise until students are gone.
3. Designate an individual to secure water and supplies.
4. Students leave. Staff goes home.
5. District issues a robocall to parents with school closure and EMS update.

Evacuation Staging Areas:

All students will be "checked out" and released to families in the following locations:

- Grades 2-3 in Cafeteria
- Grades 4-5 in 4th Grade portables
 - Room 25 in Room 36
 - Room 24 in Room 35
 - Room 23 in Room 33
 - Room 22 in Room 34
 - Room 18 in Room 32
 - SDC to Room 31

Parents will pick up students off Magnolia and exit to 99/East Gridley Road. Gridley Police and/or Public Works will help control traffic.

If you have any other questions or concerns, please don't hesitate to call or come by. Thank you for your continued support!

Tracey Allen, Principal

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