



## SIDNEY CENTRAL SCHOOL DISTRICT

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William H. Christensen, Ed.D, Superintendent of Schools

September 20, 2017

Dear Parents, Guardians, and Staff:

This is to notify you that there will be an **Early Dismissal/Sheltering Drill** on **Friday, October 20, 2017**. Students in all buildings **will be dismissed 15 minutes earlier than their normally scheduled time**.

### EARLY DISMISSAL DRILL

All school districts in the State of New York are required to comply with the Commissioner of Education Regulations require written annual instructions to parents, students and staff regarding building-level safety plans. These plans are used to handle an incident.

The object of emergency planning is to anticipate problems in dealing with natural and man-made disasters. Depending on the kind and intensity of the disaster, the school may be required to carry out any of the following procedures:

- a) *School Cancellation*
- b) *Evacuation*
- c) *Early Dismissal*
- d) *Sheltering*

Sheltering and early dismissal or go home drills are held at least once a year. The Sidney Central School District has scheduled its annual test of the early dismissal plan for October 20, 2017. Students will be released 15 minutes earlier than their normally scheduled time in order to test the early dismissal response of the District's emergency management plan.

It is important to note that emergency procedures may be carried out without advance notice. Children may be coming home to either empty homes or locked doors. Parents must make contingency plans with their children to go to the home of a neighbor if the children require supervision.

Please make appropriate arrangements for the early arrival of your children as a result of this drill. If you have any questions concerning this plan, please contact the principal's office at your child's school.

Thank you for your cooperation.

Sincerely,

Eben M. Bullock  
Jr/Sr High School Principal

Robert A. Hansen  
Elementary Principal