



## *Atlantic High School*

Office of the Principal  
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October 2016

Dear Parents/Guardians,

Atlantic Community Schools has adopted the ALICE plan for our lockdown procedures. ALICE stands for Alert, Lockdown, Inform, Counter, and Evacuate. The ALICE plan philosophy uses technology and information in a way that staff can make informed decisions in a crisis, remove as many people as possible from the danger, and provide realistic training so that those involved in a crisis have a better chance of surviving.

The Atlantic Community Schools has been training staff to use these procedures. The next step is to inform the students of ALICE and to work together with the police department to have a drill next month. The Atlantic Police Department along with the administration has been working on a plan to teach the students about ALICE procedures. Teachers will be given age appropriate resources and common guidelines that they will use to address and teach students about ALICE.

The first drill this fall will include an ALERT from the principal's office notifying everyone in the building of the location of the "danger zone." Those areas that are affected in the "danger zone" will be practicing LOCK-DOWN and discuss alternate exits from the classroom. The principal will continue to INFORM everyone of any changes to the "danger zone." The COUNTER portion of the plan will be taught in the lessons but not practiced in the first drill. Classrooms not in the "danger zone" will practice the EVACUATE portion of ALICE.

While it is the hope of everyone preparing for this that the Atlantic Community Schools will never have to put the plan into action, preparation is the means to success. Fire and tornado drills are practiced many times in the year at each building and by adding the ALICE drill as well, our students will be better prepared in case of an emergency. Please don't hesitate to contact me or Assistant Principal Matt Alexander with any questions or concerns.

Sincerely,

Heather Joy McKay, principal