



**Administrative Center**

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January 7, 2019

Dear District 202 Elementary Parents and Guardians,

The safety of our students and staff will always be our top priority in District 202.

District administration works very closely with all the law enforcement agencies that serve our community to provide safe, supportive working and learning environments. We seek, trust and rely heavily on their expertise, guidance, insight and direction.

To that end, we have been working for about two years with the Plainfield Police Department to enhance our lockdown procedures in all 30 of our schools by implementing the new, "best practice" protocol called "A.L.I.C.E."

We are training students and staff on A.L.I.C.E., one level at a time. We started in spring 2018 with our high schools and continue this year with our middle school and elementary students.

"A.L.I.C.E." essentially lets students and staff decide how to most effectively respond to an Active Shooter situation. History has shown there is no single response that fits all active shooter situations. Therefore, it is important to ensure everyone knows his or her options for an emergency response.

**A.L.I.C.E. stands for:**

- **Alert = Initial alert of an emergency; tell people what is going on (call 911)**
- **Lockdown = If evacuation is not a safe option, lock and barricade the door.**
- **Inform = Communicate real time information on the intruder's location. Use clear and direct language using any communication means as possible.**
- **Counter = As a last resort, if the intruder invades your "safe area", distract the shooter's ability to shoot accurately. Prepare to throw items at the shooter, if necessary.**
- **Evacuate = When given real time information and it is safe to do so, run from the danger**

**Here is the implementation schedule for the elementary staff and students:**

**January 8<sup>th</sup> – February 21<sup>st</sup>** – Elementary school staff will receive information regarding A.L.I.C.E. during a scheduled faculty meeting. Here is the [power point](#) and the [video](#) that staff will see with information about the components of ALICE. This information will only be presented to the staff.

- Staff members will present the information to their individual classes using the following resources:
  - "I'm Not Scared; I'm Prepared" is a book recommended to use by teachers for students in the elementary level. Each building has been provided copies of the book along with an activity book for teachers to use for their class. Here is [an excerpt](#) from the book
  - [This video](#) will be used for student presentations (K-3).

- [This video](#) will be used for student presentations (4-5).

Again, everyone must understand their options in a time of emergency. The A.L.I.C.E system allows and encourages just that kind of “in the moment” assessment and response. We hope this information provides some additional reassurance and comfort as we continue to work together to keep our District 202 students, staff and community safe.

Sincerely,

A handwritten signature in black ink that reads "Lane Abrell". The signature is written in a cursive, flowing style.

Dr. Lane Abrell  
Superintendent of Schools