



October 5, 2006

Dear Parent/Guardian,

Recent events have understandably raised our collective awareness of school safety and security. I am writing to let you what is being done at Lanier Middle School to keep students, staff, and parents safe.

An Overview of Lanier's Safety and Security Plan

A well-structured safety and security plan provides faculty, staff and students direction and a sense of what to do in an emergency situation. While crisis are seldom predictable, we have provided a framework that can be applied to a wide variety of situations. The Lanier Middle School Safety and Security Plan was designed with input from members of the Fairfax City Fire Department, Fairfax City Police Department, and the Fairfax County Public Schools Office of Safety and Security. The plan details how to respond in the event of a fire, tornado, shelter in place, lockdown, bomb threat or any other building evacuation situation. To date, we have conducted several fire drills, a tornado drill and a lockdown drill. During our lockdown drill, members of the Fairfax City Police Department observed and assisted. We plan to continue a variety of monthly drills, as we believe practice allows staff and students to become familiar with the procedures for each potential emergency situation. In addition, each drill gives us an opportunity to gather feedback and further modify our procedures. We also obtain daily feedback from our school resource police officer, Chris Gil.

Recent Modifications Due to the Renovation

As we continue to undergo renovations, our safety and security plans have changed accordingly. Fairfax City Superintendent George Stepp and Fairfax County Public Schools Security Coordinator Jim McLain have been involved with safety and security recommendations and changes in response to our renovation.

In particular, we have taken the following steps: 1) We have restricted building access by locking all doors to the building except for the those by the main office and the cafeteria after 8:10 a.m. As a result, staff, students, parents and any other visitors are asked to walk around and enter through entrance 1 (in front of T10) or entrance 9 (in front of T3); 2) All construction workers on site must, at all times, wear a red badge issues by our contractor; 3) Every staff member has also been assigned a supervision duty before, during, and after each school day; and 4) Teachers working in trailers are required to keep their doors locked at all times.

Safety and Security is a Team Effort

We have researched best practices and sought the advice and expertise from a variety of resources to design our safety and security manual. We will continue to monitor and adjust all of our safety and security procedures as needed. If you have any questions or feedback about our emergency procedures, please contact an administrator at 703-934-2400. You may also learn more about school system safety and security by going to the Emergency Preparedness and Support page at <http://www.fcps.edu/emergencyplan/index.htm>.

Sincerely,

Scott F. Poole, Ph.D.
Principal