



The Northbridge Public Schools

Town of Northbridge

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Susan M. Gorky, Superintendent of Schools
Nancy R. Spitulnik, Assistant Superintendent

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Dear Northbridge Families,

We have been working with the Police and Fire Departments to update our emergency procedures for the district so that we can respond quickly and consistently in case of an emergency. All classrooms now have Emergency Protocol charts that give teachers information on what to do for a variety of emergency situations.

One of the situations in the chart is for a Lockdown I safety procedure. This is used for a possible intruder, and for a medical emergency when an ambulance is called to assist a sick or injured person in the building. In order to keep students safe in their classrooms and keep the halls clear so emergency personnel can respond quickly, the Lockdown I procedure requires all students to stay in their class with doors locked. Teachers can continue with their normal lessons during this time. (If an actual intruder entered the school, the building would proceed to a Lockdown II procedure; teachers would turn off all lights, and students would sit quietly away from doors and windows until the danger had passed.)

Schools will be practicing these safety procedures with the Police and Fire Departments throughout the year to make sure everyone knows what to do in case of an emergency. If a real emergency should occur, parents will be notified through a ConnectEd message so they have accurate information about the situation. **Please note that for a medical emergency, parents will be contacted directly if an ambulance has been called for their child.** Please do NOT call the school when you get a ConnectEd message to see if your child is involved.

The district is proud of the work that we have done to ensure the safety of all our students. We thank the Police and Fire Departments and Assistant Superintendent Nancy Spitulnik for working with us on this important process.

Sincerely,

Sue

Susan M. Gorky
Superintendent