

The Milton Public Schools employs a variety of procedures and protocols to keep your children, our students, safe. These include the following: **Fire Evacuation, Lockdown, and Shelter-In-Place** (also referred to as stay-in-place). Fire Evacuation procedures along with evacuation maps are posted in each classroom. These evacuation protocols as well as "Lockdown" and "Shelter-In-Place" procedures are practiced by students and staff periodically throughout the school year. School administration work very closely with the Milton Police Department on a regular basis to ensure the safety of children and staff. This is especially true during situations that might lead to a "Lockdown" or "Shelter-In-Place". As "Lockdown" and "Shelter-In-Place" may be unfamiliar to some parents/guardians, we offer the following descriptions.

What is a Shelter-In-Place?

The Shelter-In-Place plan protects students and staff in the event of:

- a natural or other disaster requiring students to remain in their classrooms
- suspected criminal activity in the area that does not directly affect the school
- receipt of information that prompts a search of the premises

A Shelter-In-Place plan can be safer than evacuating students into a potentially dangerous environment. Once a Shelter-In-Place is called:

- Students report to the closest adult supervised space (e.g. if in the bathroom or hallway, report to the nearest classroom or office space).
- Teachers continue instruction in their teaching spaces.
- Students with bathroom emergencies are escorted to the bathroom by school personnel.

What is a Lockdown?

The Lockdown plan protects students and staff in the event of:

- An active threat in or around the building (such as a dangerous intruder)

While in Lockdown:

- Students remain wherever they are at the time "lockdown" is announced.
- Doors are locked and lights are turned off.
- Students and staff barricade doors.
- Students and staff are trained to respond to emerging situations (e.g. being prepared to evacuate if circumstances suggest that is the safest option).

What should parents/guardians do during a Shelter-In-Place or Lockdown?

We want to recognize how stressful a Shelter-In-Place or Lockdown is for the parents/guardians of the children involved (and those at neighboring schools). The Milton Public Schools is committed to providing as much information as can safely be disclosed during what is likely an emerging situation. Please note, **no visitors** will be allowed in the school during a Lockdown or Shelter-In-Place. This measure is part of our protocol so that law enforcement and school administration can devote their attention and efforts to nothing else other than ensuring the safety children and staff and to protect their own safety and that of visitors.