



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

PINES LAKES ELEMENTARY SCHOOL
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Broward County, Florida

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March 20, 2018

Dear Parents,

Today our school held our annual emergency lockdown drill as required by School Board policy. Our school's safety plan encompasses prevention, response, and recovery during a variety of emergency scenarios. Our staff has been trained in these procedures and prepared our students in advance for today's drill. We hope to never need to use such measures, but are confident that our drill today has helped us to be better prepared should the need arise.

When a "lockdown" announcement is made, all of the school's outside activities are stopped, with staff and students immediately reporting to protected areas on campus. The "lockdown" will remain in effect until the responding authorities on site inform the administration that it is safe to resume normal activities.

During a "lockdown" parents and visitors will not be permitted to enter campus. The school phone will be set to voicemail with an informational message for parents who call. At that moment, our focus is on ensuring our students' safety.

Listed below are our school district's emergency codes and contact phone numbers to call during an emergency. This information is also posted on our school website. Should you have any questions, please feel free to contact our office at any time. Thank you again for your cooperation.

Sincerely,

Susan F. Sasse
Principal

District Standard Codes:

Code Red: Full lockdown
Code Yellow: Lockdown with movement only by S.A.F.E Team
Code Orange: Evacuation
Code Black: Evacuation – bomb threat
Code Blue: Medical emergency

Contact numbers in case of emergency at Pines Lakes:

Cadre Director's Office (754) 321-3838
SBBC Rumor Control Hotline (754) 321-0911
Broward District Schools Police (754) 321-0725