



*From the Desk of Principal Karin Kelly*

December 17, 2012

## **Safety for our Children**

To the families of PS 174 -

As you know, there was a horrific act upon an elementary school in Newtown Connecticut. I know that you share my sorrow for the students, families, and staff of the Sandy Hook School.

I encourage you to guide your children if and when they learn of these events and to be sensitive to their needs and questions. Please inform me by sending a note to your child's teacher if any interventions or supports are needed.

Please know that we have a School Safety Plan that is certified by the New York City Police Department. There is also a PS 174 School Safety Team, as well as a Building Response Team that meets monthly and as needed, preparing and outlining emergency procedures. Each member of this team is trained in Emergency Response through FEMA. Our Team members are scheduled to attend additional training tomorrow in order to reinforce this. Know too that we have drills in school, for emergency, evacuation, and sheltering-in with students from during the school day. Having safety procedures become practice and tests communication among and between classes and offices. This is done often, and with minimal disruptions to the education of our students, and includes students in both the transportable and main building. You may have seen our students lining up by class on Ellwell and Dieterle or seated in the hallways outside the classrooms and offices. You may recall times where our arrival or dismissal has been changed because of important events. This is a thoughtful process that is planned and practiced, yet used only in a true emergency. We must be prepared.

Every day, enjoy your children. Be confident that we will be maintaining our school's regular schedule each day and that the entire staff of PS 174 is both responsive and sensitive to the needs to all of our children. Very truly yours,

Karin Kelly

Principal