



Dr. Steve Webner
Superintendent

Rachel Leavitt
Curriculum Director

940 Lincoln Street Southwest, Le Mars, Iowa 51031 Telephone 712-546-4155

Le Mars Community School District Parent/Community Emergency Management Plan

***Parents/guardians are encouraged to sign up for alerts to receive a text message, email, and/or phone alert, regarding school emergency updates impacting health, life, or safety (including weather related announcements) through the Plymouth Alert website, <http://www.co.plymouth.ia.us/departments/ema/alert.html> or www.tinyurl.com/plymouthalert. Complete and click "Le Mars Community Schools." Unsubscribe and repeat if you make errors.**

PARENTS/GUARDIANS: In the event there is an emergency requiring a school building lockdown, lockout, evacuation, or shelter, parents/guardians and community are directed to do the following:

1. **Do not come to the school building.** This is a request from the Le Mars Police Department, Plymouth County Sheriff's Department, Le Mars Fire Department, and school district. Our public safety servants request this of you due to their inability to provide total focus on student safety while attempting to control parents/guardians and community members at the site.
2. **Do not contact your child on cell phone.** Your child may not be able to use their phone; which may cause you alarm if they do not answer. Additionally, if there is an intruder, your contact may alert the intruder to student locations. Also, student information may not be accurate. Accurate information will be provided to parents through WENS and KLEM.
3. **Do not call the school.** Employees will be working to secure the situation and phone interruptions may prevent this effort. Information will be provided through Plymouth Alert and KLEM radio stations 96.9 FM and 1410 AM.
4. **Wait for Plymouth Alert and/or tune into KLEM radio.** Communication from the Le Mars Community School District will be provided through Plymouth Alert, and when appropriate, through KLEM radio stations 96.9 FM and 1410 AM.
 - a. Plymouth Alert information will include:
 - i. Alert notification of the situation
 - ii. Parent directions
 - iii. If needed, a designated community gathering location to receive information, when available
 - iv. If needed, a number to be called for information
 - v. If needed, a designated location for parents to pick-up students
 - b. KLEM radio information may include:
 - i. Other information to keep parents and community informed

***PLEASE NOTE:** The Le Mars Community School District and public safety servants understand parent and community desire for quick information. However, our priorities, in the order they will occur, are as follows:

First Priority- Student safety.

Secondary Priority- Details of the situation will be communicated with parents and community after student safety, true understanding of the situation, and consultation with public safety officials have been established. Then, information will be provided to parents and community.

See below for Standard Protocol Response alert definitions:

- Lockout-** A lockout is called when there is a threat or hazard outside of the school building. Students do business as usual within the building and doors will be locked; no person will be allowed in or out of the building.
- Lockdown-** A lockdown is called when there is a threat or hazard inside the school building. Students will be inside locked classrooms and/or remain out of the line of sight.
- Evacuate-** An evacuation is called when the need to be moved out of a specific location due to a threat or hazard.

The mission of the Le Mars Community School District is to guide every student in achieving the highest possible education by teaching the basic skills, developing good character, and promoting life-long learning, all through an aggressive partnership with students, families, school, and community.