



Dear Parents,

This letter is to review the current safety practices in effect at Good Shepherd School. If at any time our school building is in jeopardy, please note that the following protocol is in place.

Entrance doors are locked at all times. During arrival times, 8:00 AM – 8:20 AM, a staff member will be at the main entrance as well as the Pre-K entrance. If students arrive before 8:00 AM or after 8:20 AM, they must enter at the office door by ringing the bell. The office staff will respond accordingly.

All staff members wear a panic button which can be used to contact police immediately as well as put the school in lockdown.

Staff members enter the building using a fob, rather than a key.

Our school practices monthly fire and lockdown drills.

We will continue to monitor our security hardware and procedures to provide our students and staff with the most up-to-date protection.

Sincerely,

Donald W. Garecht  
Principal