Administrative Offices 1163 E. Seventh Street Chico, CA 95928-5999 phone: (530) 891-3000 • fax: (530) 891-3220 • www.ChicoUSD.org

Unified School Dišfrict

August 21, 2017

Dear CUSD Parents and Families,

Our number one priority is the safety and well-being of your children attending Chico-unified Schools.

Because of this commitment, we practice safety drills at least four times per year. These safety drills include Code Red "lockdowns," fire and earthquake simulations.

Over the years COSD has developed a district-wide communication plan to better inform parents and guardians in the event of an emergency. Based on input from parents, community agencies, site leaders and our District Safe Schools Team, the following will happen during a Code Red Lockdown:

* Each-school site will have a designated person that will immediately send out a message to parents and guardians of students at that school using the contact information (email and phone numbers) you have provided.
* That message will contain the following:
* Notification of the lockdown.
* The reason for the lockdown.
* A link to the CUSD website where updates and information will be posted as they become available.

VERY IMPORTANT: Emails will be sent to the email address you used to enroll your child in school through the Parent Portal (ARIES). ff you do not have an email address or have not provided one, please contact your school immediately. Your school can help you set one up.

Our CUSD District Incident Response Team would like to thank our parents and community partners for their input in developing this process. We are always looking for ways to improve services to our families. Please continue to reach out if you have ideas, questions, or concerns you'd like to share with us.

Respectfully,

Jim Hanlon

Assistant Superintendent

Chico Unified School District

District Incident

Response Team

Kelly Staley, Superintendent

Jim Hanlon, Asst. Superintendent

Kevin Bultema, Asst. Superintendent

Joanne Parsley, Asst. Superintendent

David-Kou, Executive-Director

Jaclyn Kruger, Business Manager

Jay Marchant, Director

Ted Sullivan, Director

John Carver, Director

John Bohannon, Director

Eric German, Supervisor

Erica Smith, Admin. Assistant

Heather Deaver, Admin. Assistant

Rocio French, Admin. Assistant

Kim Hernandez, Admin. Assistant