October 2018

Dear Parents/Guardians:

In compliance with New York State Education Department recommendations, the Eastport-South Manor Junior-Senior High School will be conducting emergency drills throughout the school year. The Eastport-South Manor Junior-Senior High School, in conjunction with the Seventh Precinct of the Suffolk County Police Department, Manorville Community Ambulance and the Manorville Fire Department, is working to ensure that this school is safe and employees are ready to respond to emergencies. The building’s Lockdown Committee has developed comprehensive emergency preparedness plans with input from the police and volunteer fire department. These plans have been reviewed with the students in their classrooms. The entire building faculty and staff, have been trained on how to respond and keep students and other employees safe during an emergency situation.

The police department has reviewed these plans and officers have toured the school with our committee members, in an effort to become familiar with the layout and design of our building. The Suffolk County Police Department will also be conducting weekly patrols and visits to the building as they ensure the safety of our school community. Please do not be alarmed if you see the police at our school because we have encouraged the 7th precinct to stop in for breaks throughout the day.

Realizing that written plans and guides are not enough, we are teaming with the police, ambulance and fire department for these drills. The faculty and staff have been required to have instruction on how to respond in critical situations and what steps to take to keep students and employees safe. Information will be gathered during the drills and administration will then share the information they learn with their teachers and staff members.

We do not expect principals or teachers to pull these plans off the shelves and begin reading when an emergency happens. Rather, the plans and training are learning tools. By reviewing the plans on a regular basis and taking part in these drills, administrators will have the knowledge and confidence to respond quickly and correctly in the event of an emergency.

Communication is a vital tool in emergency situations. As such, we ask that in the event of a real emergency, you do not call the school and “jam” our lines of communication. It is important that they remain open for emergency use. Instead, we ask that you wait as patiently as you can for updates from our Blackboard Connect phone system.

We are grateful to the Suffolk County Police Department, Manorville Community Ambulance and the Manorville Fire Department for their willingness to help make our school safer. As we have worked together to improve our security plans, we have established a positive relationship that I believe will last well into the future and will be a great benefit to the community, its citizens, and children.

During the drills, visitors will not be able to enter the building. If you arrive to locked doors, we ask that you go back to your car and wait to enter the building at the conclusion of a drill.

If you have any questions or concerns, please do not hesitate to contact the building administration at 801-3253. We will be happy to be of assistance.

Cordially,

Sal Alaimo
Principal