



# River Valley Blackhawks



River Valley School District

660 W. Daley Street, Spring Green, WI 53588

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On October 29, 2024 River Valley Early Learning Center conducted a lockdown safety drill. Staff and students were notified in advance regarding the planned drill. This provided staff and students an opportunity to review the lockdown procedures with our standard response protocols. There are identified “safe zones” within classrooms where staff and students are to move during the lockdown drill. These “safe zones” are identified with red dots on the wall and/or ceiling.

Student responsibilities for the lockdown drill include; moving away from sight within the classroom, maintaining silence, and not opening the door. Staff responsibilities for the lockdown drill include; recovering any students from the hallway, locking and pinning the classroom door, turning out the lights, moving away from sight, maintaining silence, accounting for students, not opening the door, and preparing to evade or fight.

At 1:30 p.m. the drill was initiated via the public address system as, “Lockdown! Locks, Pins, Lights, Out of Sight!” repeated three times. Officer Andy Kurek and Jaime Hegland checked the doors and windows within the building to ensure they were secured. The entire building was secured and checked in under two minutes. The drill ended with Officer Kurek verbally releasing the drill over the public address system. During this release he also stated that in a real lockdown event, law enforcement would release classrooms individually.

There were 18 staff members and 92 students present for the lockdown drill.

**Highlights:**

Staff and students responded in a timely manner. The building was secured in under a minute's time. All classrooms were locked, pinned, and had their window coverings down.

**Areas of Focus:**

We are working to create an efficient system for student accountability, along with planning to implement future drills at different times of the school day when students may be in transition.

**Certification:**

The River Valley School Board will meet on December 12, 2024 where they will discuss, review, and certify that this drill was conducted based upon the information above.

Building Principal: \_\_\_\_\_

Superintendent: \_\_\_\_\_

School Board President: \_\_\_\_\_