



*River Valley Elementary*  
and  
*Early Learning Center*



On May 11, 2023 River Valley Early Learning Center conducted a lockdown safety drill. Teachers and students were notified in advance, with extra consideration for students that may have some anxieties about this kind of drill. The drill was initiated at 8:35 with the following announcement "Your attention please. This is a drill. We are in lockdown. Teachers, lock your doors and keep students in your room until further notice. Students or staff should go into the nearest classroom or office. Ignore all alarms and bells unless advised otherwise." The drill was concluded less than 2 minutes later at approximately 8:37 with an "All clear" announcement.

Students are trained to follow the teacher's directions and move to a safe area in the classroom. Teachers locked doors, covered inside windows, took attendance, and spoke quietly with their students in order to help the children remain calm. Being very cognizant of our youngest learners, teachers were prepared to handle the childrens' fears appropriately. During the drill, all doors were checked. All were found to be secured by pin, but one classroom door was not locked as well.

There were 101 students and 19 adults present for this drill including Officer Andy Kurek from the Spring Green Police Department.

Successful highlights:

During the last drill, staff struggled to secure the whole inner area of the building. After a reassessment, we chose to leave the library space unsecured, but make sure that all spaces with students and staff in them were completely secured. Staff and students responded well. It was a good learning experience.

Focus areas for the next drill:

We will continue to work on ways to keep the doors locked, but not latched so in an emergency teachers do not need to step into the hallway to key their door locked.

Certifications

Our School Board will meet to discuss this drill on June 8, 2023 during our regular meeting. Our school certifies that this drill was conducted on May 11, 2023 and this written evaluation was sent to and reviewed by the school board on June 8, 2023.

Principal Signature: Carla M Peterson  
 Superintendent Signature: \_\_\_\_\_  
 School Board President Signature: \_\_\_\_\_

*Carla Peterson Principal*

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