Dear Families of (school/school district)

On (date/time), the (school/school district), placed all buildings under a lockdown after receiving a phone call that referred to a possible active shooter in our schools. We followed our crisis response plans, took immediate action to protect our students and staff and contacted our local law enforcement for assistance.

Law enforcement and school district officials determined there was no active threat to student safety. The lockdown was removed, and students and staff resumed normal teaching and learning activities. We have taken steps to ensure mental health support systems are in place to provide services to our students and staff.

As we know from past experience, these types of situations have impacted many school districts across the country. While today’s threat was a hoax, we understand and acknowledge the stress and anxiety a situation like this can cause for our families, students, staff, and community. Please know that our top priority is the safety and wellbeing of our students and staff. We take all reports of potential threats seriously, and we are making every effort to maintain an environment where students and staff feel safe.

School Safety concerns can be reported anonymously to the Safety Tipline. The purpose of this tip line is to enhance school safety and security by providing students, faculty, staff, and members of the community with a tool to report concerning behaviors that may have a negative impact on our schools. These tips will assist law enforcement, human service providers and school administrators in identifying school threats and coordinating assistance to students and families for services not needing immediate response.

School Safety Tip Line Website: <https://safe4vt.org/> or CALL (844) 723-3488 or TEXT 274637, type in keyword SAFE4VT and then your tip.

If you have any questions, please do not hesitate to contact me.

Respectfully,

XXXXXXXX