

ALICE/Safety Procedures



1. The safety of our school children has been and will continue to be our top priority.
2. The District is continually studying and updating safety and security protocols, procedures and training based on what are considered best practices.
3. Each school has a site-based safety committee that meets on a regular basis.
4. Each school completes an annual safety audit and conducts regular safety walk-thru's of their building.
5. Working with our Appleton Police Department, other safety experts and our District Safety Committee, we have recently enhanced our understanding, training and preparation for the worst-case scenario of an active shooter using a process called ALICE. ALICE provides additional options to our existing lockdown procedures that only allowed for staff (in the case of a Code Red – Imminent Danger) to lock their door, turn the lights out, move to a corner of the room, and wait for police to arrive.
 - a. **A: Alert** – Teaching and expecting all staff to constantly be alert to their surroundings, know who belongs, understand what is normal in their schools; empowering all staff to “sound the alert” in the event of any emergency. Using plain language to provide information to staff and students.
 - b. **L: Lockdown** – Sharing appropriate information so that fear and anxiety are lessened. The vast majority of the times we’ve had to secure school buildings were for matters that posed no danger to students and staff. Should there be a situation where a teacher would need to perform a lockdown of their classroom, they are being taught how to do an “enhanced” lockdown, which would involve barricading the entryways to the classroom.
 - c. **I: Inform** – Providing accurate, real-time information to staff, parents and students as soon as possible during any emergency or crisis so that people can exercise the best options available for the physical and emotional safety of the students.
 - d. **C: Counter** – Worst-case scenario. This includes talking about possible options that can be exercised if a dangerous intruder were to gain entry into a classroom or office and it became a life or death situation. It is not about teaching kids to fight.
 - e. **E: Evacuation** – This is our first option whenever possible. Getting away from danger. Planned, ordered and organized evacuation. Rally points and reunification points will be established and will be shared with parents, staff and students alike.

Administrators have received training in ALICE. Administrators work with their site safety committees to provide appropriate training and information to staff members, parents, students, and community members. Goals are to make teachers aware of expectations, options, and the empowerment they are being given to act in the best interest of children’s immediate safety.