



**BERLIN BROTHERSVALLEY SCHOOL DISTRICT**

**1025 EAST MAIN STREET**

**BERLIN, PENNSYLVANIA 15530-1498**

**814-267-4621 FAX: 814-267-6060**

**"HOME OF THE MOUNTAINEERS"**

Dr. David F. Reeder  
Superintendent

Lori Gindlesperger  
Business Manager

10-31-19

Dear Parent/Guardian,

Ensuring a quality education for your children requires that we first and foremost ensure their safety. Nothing is more important than protecting our children.

Despite the fact that school violence issues are rare, every school district in Pennsylvania is required to have a Safety and Security Coordinator to educate and train the administration, faculty, staff, parents and community members in strategies that will provide the safest possible environment for your children.

Pennsylvania requires that all school districts conduct a specific safety and security related drill with all faculty, staff and students within the first 90 days of school each year.

Berlin Brothersvalley School District strives to balance safety and security in a way that provides training for our children and staff effectively without causing undue stress. As a result, the safety and security drills conducted at Berlin focus on educating the faculty and staff on protective strategies rather than exercises which would make the students fearful.

This letter is to inform you that next week, we will practice a "lock-down" drill. A "lock-down" drill instructs students to enter the closest available classroom when an announcement is made that a lock-down drill is in effect. Once classroom doors are locked, students are situated in an area of the room that will make them non-visible through the classroom door. When all students are accounted for, an announcement will be made that the drill is complete.

At the elementary level, we feel it is important to assure you that there will be no frightening noises, nor will police or fire department members be entering the classrooms. It is simply necessary to practice the process in the event of an actual emergency.

Thank you for your time and understanding.

Keith A. Hay

BBSD Safety & Security Coordinator