

### Operational Services

#### **Exhibit - Notice to Parents/Guardians of Lockdown Drill; Opt-out**

*Distribute to parents/guardians in advance of any law enforcement lockdown drill addressing a school shooting incident that involves student participation, as required by 105 ILCS 128/20(c).*

Date:

Re: Law Enforcement Lockdown Drill

Dear Parent(s)/Guardian(s):

The School Safety Drill Act requires that within the first 90 days of every academic year, we conduct at least one law enforcement lockdown drill. This drill addresses a school shooting incident and evaluates the preparedness of school personnel and students for situations involving law enforcement when there is an active threat or an active shooter within a school building. Please be assured that the lockdown drill:

- Does not include any simulations that mimic an actual school shooting incident or active shooter event,
- Is announced in advance to all school personnel and students before it begins,
- Includes content that is age and developmentally appropriate,
- Includes and involves school personnel, including school-based mental health professionals,
- Includes trauma-informed approaches to address the concerns and well-being of school personnel, and
- Permits students to ask questions related to it.

This year’s lockdown drill will take place on  (insert date) . If you do not want your child to participate in the lockdown drill, please complete the following **Opt-out Request** and return it to your child’s classroom teacher by  (insert date) .

I request that the Cooperative opt-out my child from the law enforcement lockdown drill. I understand that my child will be provided with alternative safety education and instruction related to an active threat or active shooter event.

\_\_\_\_\_  
Student (please print)

\_\_\_\_\_  
Parent/Guardian (please print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

If you have any questions, please feel free to contact me.

Sincerely,

Building Principal/Program Administrator

Added to Policy Manual: 8/2022