



Michelle LaJoye-Young
SHERIFF

Bryan Muir
UNDERSHERIFF

Parents and Guardians,

We want to extend a welcome to the 2024-2025 school year! Kent City Schools and the Kent County Sheriff's Office have partnered to place two School Resource Officers (SRO) in your district. Your SROs work with school administration, staff, security, and local fire departments to develop Emergency Operations Plans. In the event of an emergency, we will need your help. Your efforts during an emergency can make responding to and recovering from the emergency better for everyone. Below are some key points we ask you to understand:

Before an Emergency:

- The school is a secure environment. Visitors are asked to check in at the designated locations, produce identification, and explain why they are there.
- Students and parents/guardians should understand that threats affecting the safety of the school, faculty, and student body are taken very seriously.
 - If your student discusses security-related threats with you, take them seriously and report them. ***If you see something, say something.***
 - You may report it to your school, police, or a confidential reporting system called **Ok2Say** or **Silent Observer**.
 - If the threat is time-sensitive or immediate, call 911.
- Make sure your emergency contact information and that of any individuals authorized to pick up your student(s) are up to date at the school they attend.

During an Emergency:

- Do not call the school. Do not call 911 unless you need emergency services.
- School Safety Radios have been installed in every school. These radios are programmed with specific school safety talk groups monitored by the dispatch center and school administrative staff. These talk groups enable a two-way communication network that allows school staff to request immediate police assistance during emergencies, such as an active shooter situation, and provide a direct line for dispatch to relay critical instructions to schools, including lockdown orders.
- ***Do not go to the school unless otherwise instructed.*** Students may be moved to a safer or more appropriate location for reunification.
- If a student is on a bus during an evacuation, they will not be released from the bus. They will be taken to the reunification area, where they will be released.
- Listen to media broadcast or school notification system instructions informing you when and where to go to be reunited with students.
- Only authorized persons identified on school emergency forms, *with identification*, will be allowed to take custody of your student.

The safety and security of all students are our top priorities during an emergency, and we understand that we cannot do it without the entire community's help. Emergency instructions are given as timely as possible and with the best intentions of keeping everyone informed. Following those instructions will help ensure a safe and effective outcome during a critical incident.

If you have any questions about school safety or the topics outlined in this letter, please contact your SROs.

Deputy Jon Lasota: 616-678-4210 | jon.lasotta@kentcityschools.org

Deputy Chad Wells: 616-265-4036 | chad.wells@kentcityschools.org

Stay Safe,

A handwritten signature in black ink that reads "Michelle T. LaJoye-Young".

Sheriff Michelle LaJoye-Young

