

Joseph P. Dragone, Ph.D.
Superintendent of Schools

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April 21, 2016

Dear Parents,

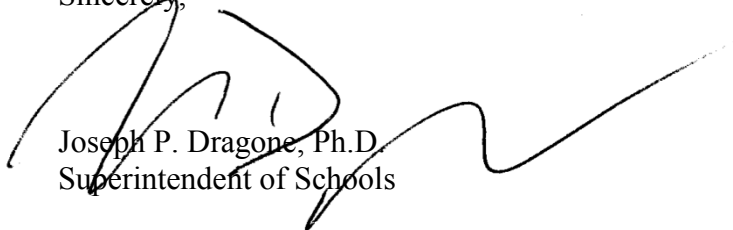
In collaboration with the Saratoga County Office of Emergency Services, the Ballston Spa Central School District will hold an Emergency Evacuation Drill on **Friday, May 6, 2016 during the 5th block of the school day at the Ballston Spa Middle School and High School ONLY.**

Last year's evacuation drill at our elementary schools on Wood Road along with the detailed planning for an emergency evacuation of our two secondary schools has already provided district staff and local emergency responders with improved protocols and communication as we examine the many logistics involved with safely dismissing approximately 2,400 students and staff from an alternative location. Staging this drill will provide us with continued important information and feedback as we work together with many agencies from across the county to protect the safety and security of our students and staff.

Please know that this and all of our safety drills are part of our emergency management planning to prepare for conditions such as security/safety threats, severe weather issues or unexpected facility conditions (e.g. loss of power or heat, hazmat, etc.) that would require the district to evacuate buildings and release students from remote locations.

The safety and security of our students and staff are and will always remain a top priority for the district. As some specific logistics vary by building (student drivers, walkers, BOCES schedule, etc.), additional school level information about this drill will be released by your child's school. Please watch for more details to be posted on the district website, distributed via SchoolMessenger and remember to follow us on Twitter for up to the minute information that is officially released by the school district @BSCSD or @BSpaSupt.

Sincerely,



Joseph P. Dragone, Ph.D.
Superintendent of Schools

JPD:peb

Below please find important information about the release of students from Ballston Spa Middle School and High School for the May 6, 2016 Emergency Evacuation Drill so you can plan accordingly for the drill:

1. The students and staff from both the Ballston Spa Middle and High Schools will be evacuated during the 5th block of the school day utilizing the normal fire drill procedures. Students will be directed to bring their book bags and weekend homework with them to their pm classes.
2. Students will be dismissed from their fire drill locations outside the buildings by staff members. The students who drive will be directed by staff when to exit the parking lots and walkers will be allowed to leave when permissible. It is anticipated that some students will be dismissed up to 40 minutes early and all students by the normal dismissal time.
3. Students who are transported home by bus will be directed by staff members to an alternative location to meet their bus.
4. Student pick up will be located at the district's Transportation Facility at 1458 Saratoga Rd. (just south on Route 50). Students will be transported by a bus from the front bus loop upon dismissal from the drill location. If you are planning to pick up your child early from school on this day they must be picked up by 12:30 pm at the school or dismissal will be at the Transportation Facility after 2:20 pm.

The schools will resume normal operation after the dismissal and students may return to the buildings for afterschool activities.