



Hotep Family,

We are excited about the great start we have had for this school year. We are proud that you have entrusted us with the education and safety of your child. In an effort to ensure your child's and our school community's safety, we will be conducting safety drills. Our first safety drill will be conducted tomorrow, November 25th, during 7th period.

The safety of our school community is essential to providing your child with a high-quality education. In order to maintain a safe community, it is important that we practice our emergency and crisis response plans by having safety and crisis drills designed for our school. We will conduct various safety drills throughout the school year.

There are four safety drills that we will practice. They are fire drills, lockdown drills, shelter in place drills and evacuation drills. Each type of drill is explained below.

FIRE DRILLS

The school will conduct a "fire drill" each month that school is in session. This is a Fire Code requirement as well as a requirement for all Pennsylvania public schools. We want each student to understand and be aware of the importance of this drill and not be afraid when the fire alarm is sounded. By practicing, they will know what to do and how to do it.

LOCKDOWN DRILLS

The school will conduct one "Lockdown Drill" periodically throughout each school year. This type of drill will secure the school building and safely shelter all students, staff and visitors inside the building. The purpose of this drill is to keep the students safe from any danger outside or inside the building. During a "lockdown drill" all of the perimeter doors to the school building will be locked and will remain locked until the danger or issue outside or inside the building is removed. To enable everyone to remain safe, no one will be allowed to enter the building or leave the building until the drill is completed.

SHELTER-IN-PLACE DRILLS

The "Shelter-in-Place" drill will be conducted each school year. The purpose of this drill is to be



prepared to move to a safe location within the building in case of severe weather or tornados. Our first safety drill will be a Shelter-In-Place drill. It will occur on November 25th at 1:00pm.

EVACUATION DRILLS

During an “Evacuation Drill”, students will be safely escorted along a designated evacuation route to one of our pre-determined evacuation sites. At the conclusion of the drill, all students will be escorted back to the school.

Please remember that these safety practice drills are done to help maintain our school as a safe place to learn and work. We will send out email communications, phone blast and post on our website when a safety drill is being conducted.

If you have any questions regarding any of these Safety Drills or other safety concerns, please contact Brother Andre, our Director of Operations, at 215 438 4140 or email him at anoble@imhotepcharter.org. Asante Sana!

In the Service of Our Youth,

School Administration



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