



## Public School 3

*We fly We soar We achieve*

*Elmer Myers, Principal*

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Friday, October 28, 2022

Dear Parents,

On Wednesday, October 26<sup>th</sup>, there was a shooting incident outside of Tottenville High School. As a precaution, all schools in the nearby neighborhoods were placed on a “Shelter In” response. NYPD immediately investigates if the incident was of a general nature or specific to the high school. PS 3 was in a “Shelter In” response for approximately 10 minutes (2:12-2:22pm) when the shelter in was lifted by the NYPD. Our dismissal was not impacted by the event.

I would like to utilize today’s letter to provide more information regarding NYC DOE response protocols that are practiced to help keep students safe.

The following responses are referred to as General Response Protocols (GRP) in the NYC DOE:

**Evacuations:** All schools must conduct 8 evacuation drills per school year. An evacuation drill (formerly referred to as fire drills) is conducted to prepared students to know how to safely and quickly exit the building. This would be utilized in the case of fires, gas leaks, smoke conditions or other situations that would merit having everyone out of the building. At PS 3, during our typical evacuation drill, we have all 659 students and 120 staff out of the building in 3 minutes.

**Shelter in:** A shelter in is conducted when there is a possible danger in the community, outside of the school. For a Shelter In, all doors (including the main entrance) are locked and no one is permitted to leave or enter the building. Inside the building, we continue our normal day. Classroom doors are not locked and students are able to leave the classroom to go to the bathrooms or nurse’s office. Please note that a Shelter In is usually implemented by the NYPD and only can be lifted by the NYPD. A Shelter In stays in place until the danger outside the building is removed. A shelter in can possibly extend well past dismissal time depending on the situation. Parents inside the building during a Shelter In will not be permitted to leave.

**Soft Lockdown:** During a soft lockdown all classroom doors are locked, lights are turned off and students are moved to a section of the room not visible from the hallway. A soft lockdown is conducted if there is a missing student or a staff member reports a stranger in the building whose identity is not known. The school’s Building Response Team (BRT) responds and sweeps the building to search for the student or person. 4 Soft lockdown drills are conducted every school year as per NYS law.

**Hard Lockdown:** A Hard Lockdown is implemented if any staff member witnesses a person in the building with a weapon or believes there is a serious threat. A Hard Lockdown is similar to a Soft Lockdown except that all adults also seek safety behind locked doors, 911 is called and there would be an immediate and significant police response to the building. Schools never practice a Hard Lockdown, but students follow the same steps as a Soft Lockdown.

**Hold:** A Hold is implemented in a school if there is a reason to keep all students in their classrooms, but not because of a dangerous situation. An example of a Hold situation

is when a staff member or student is having a seizure in a hallway and classes are about to switch rooms. A Hold would be implemented while we address the medical needs of the person in the hallway without having students witness the event.

### **Important Upcoming Dates**

November 3	Parent Teacher Conferences (to be held virtually)	<b>11:35am dismissal</b>
November 8	Election Day	no students in attendance
November 11	Holiday- Veterans Day	no staff or students

5<sup>th</sup> grade Committee is hosting a “Skate Date” at the Staten Island Ice Skating Pavilion 12-4pm. All grades are welcome.

### **COVID-19 Updates**

Please continue to report positive COVID cases to the school. To date, we have had 16 positive student and staff cases. Each student should be bringing home 4 tests (usually two test kits) per month. Students who are positive need to stay home for 5 days after testing positive and mask when returning to school for days 6-10. If you ever have any questions or need additional test kits, please contact me at school.

Thank you,  
Elmer Myers