



Stormonth Elementary School
7301 North Lombardy Road
Fox Point, WI 53217
Phone: 414-247-4100

April 2, 2025

Dear Parent(s) / Guardian(s),

This month we will be practicing an Evacuation and Reunification drill at Stormonth on Tuesday, April 22, 2025.

Below is a timeline for both students and staff:

1:15PM	Stormonth Administration announces evacuation from the school over the PA system. Staff and students will exit the building.
1:15PM-1:30PM	Classes make their way to the evacuation site (students and staff will be walking). Police will support the evacuation and staff will ensure students are comfortable and accounted for.
1:30PM-1:45PM	Classes walk to the reunification site, Congregation Shalom. Police will support the evacuation and staff will ensure students are comfortable and accounted for.
2:00PM-2:45PM	We will be dismissing students from the reunification site via parent pick up, bus and to their aftercare program. Parents/guardians must have their IDs on them for pick up. Students will have all their belongings with them.

Important Information:

1. It is important that we test our communication system to families so we know you are receiving emergency messages. Around 1:15 p.m., parents will receive an email and voicemail from Stormonth explaining our drill process.
2. Parents are encouraged to pick up their children from the reunification site, if possible. If your children typically take the bus home or the JCC bus, they will still be able to take the bus or JCC bus home that day. If your children attend the after school YMCA program, we will bus those children back to school around 2:45 p.m. If you typically pick up your children at the end of the day or you want to experience the process and would like to pick up your child at the end of the day, you will need to come into the Congregation Shalom and go through the process we have set in place.
3. Parents/guardians please complete the [Stormonth Reunification Drill Dismissal Form](#) **BY THURSDAY, APRIL 17TH ONLY** IF you are planning something different for your child(ren) dismissal than what is typically normal. For

example, if your child takes the bus home every day and you would like to pick them up on that day, please complete this form.

4. Parents/guardians who are picking up their children can begin to enter the reunification site, Congregation Shalom, at 2:00 pm on Tuesday, April 22nd.

5. **PLEASE be sure to have a photo ID with you if you are picking up your child(ren).** Again, even though we know you, we need to make sure we follow through with this process. There will be a variety of Stormonth and district staff members helping that may not know some parents/guardians. Students may be picked up by anyone who is listed as an emergency contact with permission to pick up. Students may not go home with a friend's parents if they are not on the emergency contact list.

6. We know and understand life happens. It will be imperative that if for some reason your plans for how your child is getting home that day change throughout the day, please let the Stormonth office know before 1:00 pm. Office staff will be part of the drill at the Reunification Site. Once we begin our drill, parents will not be allowed into the Stormonth building to pick up their child(ren).

7. Lastly, reunification is an important process to practice for all of us. Every new school year brings new staff, new students and new families who have not participated and we feel it's important to allow them the opportunity to experience this important safety drill.

Preparing for emergencies can elicit a variety of feelings and emotions - in both children and adults. We value the sense of preparedness that this drill provides our students, staff and families. Please see below for talking points to use at home.

We will send out more detailed information about parent pick up as the date approaches. Thank you for your partnership.

Respectfully,

Andrew Joseph, Principal

Heather Sibley, Associate Principal

Evacuation & Reunification Drill Talking Points for Parents/Guardians of Elementary School Aged Children

Why do we practice?

Practicing an evacuation drill helps us to be prepared and can be a positive experience. When children have a plan, and practice it, it can turn something potentially frightening into a situation in which one can get ahead of the anxiety. As a result, children feel more in control and the experience can help them to feel competent about the plan. As a result, children feel safer. Much as we might discuss what to do if the carbon monoxide detector or smoke detector would go off in our homes, the plan keeps us safer because we talk about and practice what to do. We feel safer knowing our household plan. This repeated practice helps to reassure children that we know what to do, and are confident should an alarm sound in our own home or at school. Just as we wear seatbelts in cars and wear helmets while riding our bikes, we practice being safe. Practice helps us to be proficient at many different skills.

How to deliver the message

The manner or style in which you communicate your plan for the evacuation and lockdown drill is just as important as the message. You want to **talk in a calm and reassuring tone of voice**. Talk with confidence and competence. Children are much more likely to read the tone of your voice and emotion, than the words that you are using.

What message do we send?

If you are asked about intruders at Stormonth, be honest about the low probability that a stranger would come into our school who doesn't belong. We have many security measures in place to avoid this from happening. All of our doors are always locked. If someone were to enter the building, we have a plan to keep everyone safe.

Communicate to your children that the teachers and staff at Stormonth are in charge that this is our school, and we want to make sure that the only people in our building are those who belong. Just like we have a plan for a snow day, if a storm develops, we have a plan. If someone who doesn't belong is in the building, we have a plan to handle it. The adults at Stormonth will take care of us.

The more likely scenario for an evacuation would be a building concern, such as a gas leak or electrical concern.

Practicing helps us to remember the plan. Children that practice are safer because they know what to do. We send messages to children that we as adults can handle this. Children as a result feel safer because they can anticipate what they will do during a drill.

If practicing drills triggers an unusual amount of anxiety in your child, talk to them to find out what s/he is thinking, what s/he thinks s/he knows, and what s/he is afraid or worried about. Young children often have many misconceptions about things they see and hear. You may need to clear up any confusion that your child may have about school evacuation drills.

Evacuation & Reunification Drill Frequently Asked Questions

1. What do I need to bring with me?

You MUST have a photo ID with you if you are picking up your child(ren). You will not be required to bring anything additional with you. Photo ID's may be a Driver's License, Passport, or other government issued photo identification.

2. What if I do not have a photo ID with me?

You will not be allowed to pick up your child(ren) without a photo ID. You will be asked to return with a photo ID. While you may be familiar to some of our staff, we still need to follow the necessary procedures.

3. Can I have a friend, neighbor, or family member pick up my child(ren)?

Students may be picked up by anyone who is listed as a **Reunification Contact for your child(ren)**.

Students may not go home with a friend's parents if they are not on your Reunification Contact list.

Reunification contacts may differ from you who is listed as an Emergency Contact. If someone else will be picking up your child(ren) and you would like to confirm they are listed as a Reunification Contact, please contact Jen or Megan in the front office 414-247-4102 or via email jwaltenberger@foxbay.org / mdorn@foxbay.org by **Thursday, April 17th**. Please note the office/school is closed on Friday, April 18th.

4. What time can I arrive to pick up my child(ren)?

Parents/guardians who are picking up their children can begin to enter the reunification site, Congregation Shalom, at 2:00 pm. We appreciate your patience to allow the necessary time for our staff to check everyone in appropriately. Students will have all their belongings with them.

5. Where do I park? Where do I enter when I arrive?

Congregation Shalom has an ample parking lot just to the north of the building, accessible from Santa Monica Blvd. Please enter through the north doors of Congregation Shalom, off the Horseshoe Drive. Staff will be stationed near the entrance to direct families.

6. How do I notify the school that I will be picking up my child if my child normally takes the bus home or goes to the YMCA after school program?

Parents/guardians will need to complete the [Stormonth Reunification Drill Dismissal Form](#) by **Thursday, April 17th only** if you are planning something different for your child(ren) dismissal than what is typically normal.