



# JAMESTOWN SCHOOL DISTRICT

18299 FIFTH AVENUE

JAMESTOWN, CA 95327

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Mrs. Contessa Pelfrey, Superintendent

Mrs. Sarah Gillum, Principal

## Safety Letter to Parents

Dear Parents and Guardians:

We want you to know that the safety of your children is of the utmost importance to us, and that Jamestown School District has taken many precautions in order to deal effectively should any emergency situation occur in or around our Jamestown and Chinese Camp schools.

Safety is at the top of our priority list and is consistently discussed in both staff and management meetings. Safety procedures and protocols are reviewed and updated on a regular basis, including but not limited to: A comprehensive security camera system on both campuses that can be accessed from multiple locations and remotely; all staff have two-way radios available to use; visitors are monitored, required, and directed by all staff to sign in when on campus; and all classroom doors remained locked at all times. Our Comprehensive Safety Plan is reviewed, updated, and Board approved annually, and can be found on our website for further information on our school responses to different types of emergencies.

We do conduct emergency drills regularly in which each student is accounted for and we hold lockdown drills on both campuses multiple times a year and in cooperation with law enforcement personnel present, so that we can be even more prepared to support our emergency-response efforts. In addition, the District participates with Law Enforcement in a monthly Education-Law Enforcement committee to address issues of community and school safety.

We do depend on you, as parents, to assist us in protecting the safety and welfare of both your children and all school employees. In the event of a true emergency situation, please do not telephone the school as we need all phone lines available for emergency communications. Please note that for accurate emergency announcements and information reports, we will use the Auto-dialer System first and will also send status updates on our website [www.jespanthers.org](http://www.jespanthers.org). Jamestown School District does have clear designated evacuation sites, and in the event an evacuation is required, you will receive instructions on where to go and how/when to pick up your child. We realize that in this type of situation you will be anxious to get to your child(ren) and know that when it is safe to do so, we will implement our release procedures and reunite you with your child(ren) as soon as possible.

As always, our door is always open to you, and please do not hesitate in contacting us if you have further questions or concerns.

In partnership,  
Contessa Pelfrey, Superintendent