



TO: Elementary Building Principals

FROM: Randi Bowers-Payne, Risk Manager-Administrator

DATE: September 16, 2015

RE: Request for A.L.I.C.E. summary and guidelines

In response to lessons learned from shootings in public schools, malls, movie theaters and other locations, the Departments of Homeland Security and Education have developed and deployed revised emergency preparedness guidelines. These guidelines are intended to empower school staff with decision-making authority in emergency situations. Eugene School District desires to implement emergency practices, which meet Federal recommendations and best practices surrounding active shooter threats. Adoption of these guidelines through an Alert, Lockdown, Inform, Counter, and Evacuate training meet these recommendations.

Alert means informing a maximum number of people that a danger exists. Lockdown means barricading within a room. Inform means communicating using clear, direct, and detailed information. Counter means creating noises, movement, and distraction. Evacuate means escaping the danger zone. Eugene School district desires to make this emergency preparedness training available to all staff.

The training is composed of a one hour presentation by a Eugene Police Department Representative. The presentation will outline the elements of training as well as review lessons learned from active shooter tragedies throughout the United States. In the second hour participants will be removed to classrooms where they will practice elements of the training including: Alert, Lockdown, Inform, Counter, and Evacuate. At this time, individuals opting out of the live drill participation will be directed to a nearby location.

Prior to entering the live drill training, participants will be asked to disclose and discard any weapons. Eugene Police Department will not engage participants in a pat-down. Following each element of the drill, individuals who have opted-out of live drill training will rejoin drill participants for debrief. All participants will engage in a drill debrief at the conclusion of the training.