



SAFETY RESPONSIBILITIES

As we head back to school this Fall, we want all parents and students to be informed about the safety protocols. At Blanchet, student and staff safety is of the utmost importance, and we want you to know the safety and security measures and practices that are in place and that will be carried out daily.

Our administrative team and board members routinely discuss security expectations related to the security of all outside entrance doors and heightened alertness at the front entrance doors, where students, staff, visitors, and the public enter. Security cameras are routinely monitored at the front entrance, exterior of the school, and throughout the school building. Additionally, the school engages in emergency drills for fire drills, shelter-in-place drills, evacuations, and lockdown procedures throughout the school year.

- All faculty and staff are required to wear their appropriate photo identification at all times.
- All parents, guests, and visitors will be asked to come to the front doors and ring the buzzer on the right side of the entrance. Once you are buzzed in, you must check in at reception and be issued a visitor's pass. The pass must be returned when you leave the building.
- If a guest has an appointment with a faculty/staff member or administrator, you should check in and wait for that person to meet you in the front lobby.

Student Safety Responsibilities

- **Campus Safety** – Students will be instructed not to allow anyone into the building through any back or side doors. All parents, guests, and visitors must enter through the front entrance and check in.
- **Building Entrance** – Students must use their identification badge to get around the building, including the front door, mid-high entrance, and science building entrances.
- **Meal Time** – Students must have their identification badge to pick up their ordered lunches or snacks. Students without badges must go to the back of the line until all students with badges have been served.
- **Lost ID Badges** – If a student identification badge is lost or stolen, students must report this to the main office so that the old badge can be deactivated and a new one issued. If students lose their badge, they can get a new one from the main office. New badges cost \$10.
- **Attendance** – If your student will be late to school or absent for the entire day, please notify the attendance office before 8:35 a.m. each day of their absence or tardiness.
- **Appointments** – Please notify the attendance office at least one day before the appointment if your student must check out during school hours. It disrupts the classroom when students are called out of class without prior notification.