



Farmingdale Public School  
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February 28, 2018

Dear Farmingdale School Families,

In the wake of the recent, tragic events in Florida I wanted to take this opportunity to convey that school safety and security is the highest priority of staff, administration and our Board of Education.

I would also like to communicate our continued efforts to ensure a safe and secure school for our children. Please be assured that we are making every effort to review and revise our own crisis procedures and add any additional safety measures needed. Our BOE has created a school security task force that will have its first meeting next week. Our goal will be to review existing safety and security protocols as well as explore additional procedures and resources.

Some reminders of things that you can do to help our school stay as safe as possible:

- If you are coming to the building for any reason, you must first ring the doorbell, state your name and reason for visit, and wait to be buzzed in. Please understand our office staff has been instructed to ask before allowing access.
- Please do not allow anyone into the building as you enter or leave, or enter without first announcing yourself. Each person must be buzzed in separately. I know we usually try to be kind by holding doors open for the next person in line, but I ask that you not do this.
- When you enter the building, please immediately sign in at the main office. You will be given a visitor badge. Visitors should **not** be in the building without having first signed in.
- Please make sure your child is on time for school each day. Students are considered late if they arrive after 8:35 am. Parents may not accompany their children to their classroom if they arrive late. Teachers are stationed throughout the building to assist the children.
- If you see or hear something that concerns you, please let us know.

On behalf of our district, I ask that you keep the Parkland community in your thoughts and prayers.

We appreciate your support as we work together in keeping our school and community safe.

In education,

*Edith Conroy*  
Edith Conroy