



Dear Families and Support Providers,

I would like to share emergency communication procedures for Manteca Unified School District. Should an unexpected event, such as sudden severe weather, occur during the school day, our top priority is keeping your children safe.

In order to focus our attention on student safety during a district-wide emergency, communication efforts will be coordinated at the district level. Our internal communication system allows central administration to be continuously in touch with campuses. We urge parents to please avoid telephoning the school or district, as phone systems and the resources to operate them could be inaccessible during extreme situations.

In a true emergency, events happen fast, and situations can vary from campus to campus. We will do our best to keep you informed in a timely manner, especially as it pertains to early or delayed dismissal times, transportation issues, and any other changes to your child's instructional day. Throughout the course of an emergency, we will use the following methods to communicate with you:

- **Facebook & Twitter** (www.facebook.com/proudtobemusd & <https://twitter.com/musd>): Messages will be posted as quickly as possible to our Facebook and Twitter pages. You do not have to sign up for Facebook to view these pages; however, followers will receive instant updates in their newsfeeds. We will update our Facebook page throughout any crisis.
- **Website** (www.mantecausd.net): District-wide emergency messages and updates will be posted on the district home page as they develop.
- **Blackboard Communication** (email and telephone messages): We will provide updated information as needed to all parent and emergency contact telephone numbers and email addresses in the system. This may be utilized for specific campus or groups of campuses.
- **Local news media**: When appropriate, we will make information available to local television and radio stations and will enlist their assistance in communicating with our audiences.

Please remember that we work very hard to keep your children safe at school. In the event of severe weather or other emergency where conditions outside the school are unsafe, we will shelter our students and staff in place and avoid sending anyone outside of the building until the threat has passed.

During such emergencies, we urge you to avoid coming to the school until you are notified that dismissals have resumed. If you choose to do so, there may be significant delays in our ability to release individual students to parents, as our priority will be maintaining the safety of the overall campus population. When regular dismissal times or procedures are altered due to an emergency, we will have a student sign-out process in place for the safety of all concerned.

Every day we endeavor to stay focused on learning in a secure instructional environment; however, we are prepared for the unexpected. Planning is our best safeguard. Thank you for partnering with us to keep our school safe.

