

**Office of the Superintendent**  
**Bow School District, SAU #67**  
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Dear Parents and Guardians:

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Bow School District has been very diligent in updating our procedures and preparations for possible emergency, disaster or crisis situations. Should we have an incident during school hours, students will be cared for at their school. Each school and the district as a whole have developed detailed emergency response plans, which have been formulated to respond to possible adverse issues and events.

In an emergency situation, your cooperation will be very important.

1. **Do not telephone the school.** We know that this is a very difficult request, but telephone lines may be needed for emergency communication. If you have cell phone contact with your child – which we hope you will keep very limited to prevent the system’s collapse - impress upon your child the need for them to follow the directions of any school personnel.
2. **Do not come to the school unless directed to do so.** Again this is a difficult request, but heavy traffic could impact the effectiveness of the emergency responders.
3. **Use the radio or television for emergency news and directions.** Radio stations WZID 95.7, WJYY 105.5, WOKQ 97.5 and TV station WMUR (Ch 9) are used for emergency announcements. If students are to be kept at school, radio/TV stations will be notified. The district is in process of obtaining an emergency alert system that will be implemented next year.
4. **When students are released, we will follow a specific release protocol.** If students are held at school during an incident, they will remain there until they can be picked up by an identified, responsible adult who has been noted as such on a School District Emergency form. Students will be released only to parents and persons identified on the School District Emergency form. During an extreme emergency, students will be released at designated reunion sites designated in the crisis response plans

Please discuss these matters with your family. Planning ahead will help alleviate chaos during emergencies.

Sincerely,

Dr. Dean S. T. Cascadden  
Superintendent  
Bow School District, SAU 67