



*New Carlisle Elementary*  
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*Kathryn M. Randenburg*  
*Principal*

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Dear Tecumseh Parents,

Over the past several years we have had a dramatic increase in school violence and school shootings throughout the nation. As the experts analyze these horrific events it is apparent that we need to do more, not only taking steps in an attempt to prevent the event from occurring but training our students and staff on procedures that we all need to survive an active shooter in our schools.

When we look at what has occurred in our schools and colleges throughout the nation it is evident that if an armed intruder wants to get into any school building, there is a good chance they will succeed. Even though the Tecumseh School District has taken great steps in securing our school buildings, i.e. installing cameras at the entrance doors, requiring individuals to wait to be buzzed into the buildings, keeping all outside doors locked, we need to provide tools for our students and staff in the event we do have an armed intruder.

Personnel from the Clark County Sheriff's Department have worked closely with our school officials and determined the need to implement additional procedures to increase the chance of survival during an active shooter incident. This new procedure will teach our staff and students the A.L.I.C.E. system. The A.L.I.C.E. acronym represents:

- Alert:** Get the word out. Report that an armed intruder is in the building instead of using a code word or phrase. Use clear, concise language to convey the type and location of the event.
- Lockdown:** This is a good starting point and the staff and students are already familiar with this procedure.
- Inform:** Communication keeps the shooter off balance and allows for good decision-making.
- Counter:** Apply skills to distract, confuse, and gain control.
- Evacuate:** Reduce the number of potential targets for the shooter and reduce the chances of victims resulting from friendly fire when help arrives.

The A.L.I.C.E. method will teach our students and staff in the event an armed intruder/active shooter comes into the school they:

- Listen carefully to the location and type of event.
- Get to and/or remain in a secure area until it is safe to evacuate.

*“Learning for all - whatever it takes”*

- Should an armed intruder/active shooter come into the school/classroom, apply skills to distract, confuse, and gain control.
- As soon as it is safe to do so, evacuate.

In no way are we asking or teaching our students and staff to make any attempt to subdue an armed gunman. However, we will provide them with the knowledge that if faced with a life or death situation there are methods that can be applied to greatly enhance their chance of survival. The methods that will be taught in the event an armed gunman directly confronts them include:

- Cause distractions to interfere with the ability to shoot accurately
- Cause as much chaos in the room as possible
- Do not be a stationary target
- How to interact with responding law enforcement

Please do not hesitate to contact your building principal with any questions.

Sincerely,

A handwritten signature in cursive script that reads "Kathryn Randenburg". The signature is written in black ink and is positioned above the printed name.

Kathryn Randenburg  
Principal, New Carlisle Elementary