



**The Purvis J. Behan School**  
**419 Waverly Avenue**  
**Brooklyn, NY 11238**  
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**Alonta Wrighton**  
**Principal**

**Abidemi Hope**  
**Assistant Principal**

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**[www.ps11brooklyn.org](http://www.ps11brooklyn.org)**

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December 18, 2012

Dear Parents,

In light of the recent tragedy in a Connecticut elementary school, please be assured **the safety of all our students is of utmost importance to us**. Well before this tragedy, we took measures to better secure our school building and monitor all exits. Although our measures have reduced the degree of congestion and amount of adults in the building, we still require the cooperation of all parents to ensure our exits are secured and adults do not wander the building.

Also know that our school has been implementing protocols that will focus on emergency preparedness.

Every NYC school currently has procedures for emergencies. Drills are conducted throughout the year to prepare our staff and students, and make improvements in emergency planning. Under the new General Response Protocol (GRP), every school will be conducting drills throughout the year designed to help prepare all school communities for three different types of response to emergencies that may occur: *evacuation, shelter-in, and lockdown*. Training has begun and will continue for staff and students during the year. Refresher lessons will be conducted throughout the school year.

You are encouraged to take advantage of the many resources that are available to keep families informed if there is an emergency at a school. All families are reminded to update the Blue Emergency Contact Cards that are on file at the school. This includes providing information indicating phone numbers, and the names of adults who the school may release children to in an emergency. Families are also encouraged to register with Notify NYC <https://a858-nycnotify.nyc.gov/notifynyc/> to receive information about emergency events, and call 311 for additional information about a school during an emergency.

As PS11 parents, you are asked to check our school website for important notices and updates [www.ps11brooklyn.org](http://www.ps11brooklyn.org). Parents are also encouraged to join the **PS11 Listserve** for timely notices including emergency information, important notices, reminders and upcoming events. We are moving away from paper notices so please get connected electronically today. (Check the school website on information on how to join the PS11 listserv.)



### Security Information

To help ensure the safety of all students, please adhere to our morning and afternoon arrival and dismissal procedures. Please use the **Washington Avenue doors** for arrival and dismissal between **8:00AM\* – 8:50AM** and **2:45PM-3:15PM** (approximate times depending on the flow of morning and afternoon student traffic). To avoid the risk of locked doors and missing the Washington Avenue entry period, please arrive on time between **8:35am-8:40am** each morning – the official start of school time. Please pick up students at **3pm** each afternoon. **The risk of emergencies and incidents is reduced when parents and caregivers drop students off in a timely manner and pick students up on time.** Staff and parents are assigned to doors on Washington Avenue and require the cooperation of all parents and caregivers to ensure the safety of all students. Please do not exit on Waverly Avenue during official morning arrival and afternoon dismissal times. Let us all exercise caution and work together to secure our children regardless of personal inconvenience or comfort. Bear with us as we again evaluate our security procedures and make changes to better protect our children, staff and parents. (Changes will be posted on our website and on the listserve if necessary.)

I am asking you to help me protect our children by adhering to the rules and protocols outlined above. Thank you for your continued support and cooperation. Special thanks to all who volunteer time to man doors and supervise locations. Together we will continue our charge to ensure a safe, orderly and nurturing learning environment for the students of Public School 11. They are entitled to it and we will provide it – together.

*Have a safe, festive and blessed Holiday Season! Merry Christmas! Happy Chanukah! Happy Kwanzaa! Feliz Navidad!*

Sincerely,

*Alonta Wrighton*  
Principal  
[awright3@schools.nyc.gov](mailto:awright3@schools.nyc.gov)

"All decisions are made in the best interest of children."

**\*8:00am entry is for breakfast students only.**

Note: Only Pre-K and K parents escort students to classrooms. All other parents and caregivers are asked to drop students off in the morning and wait in the designated areas for afternoon pickup. Grades 1 – 5 parents do not escort students to classrooms nor pick students up from classrooms.