

## **ALICE Script - Elementary School**

*This is an introduction of ALICE protocol for elementary students. The following serves as a framework for introducing ALICE in simple language for our student population. FPS is providing this script for all teachers to use as common language when speaking to students on this important topic. Please know it is difficult to create a single script that will adequately reach all students. When delivering this information, staff must also use their professional understanding of their students as well. The script below can be used as is or as a starting point for a discussion surrounding the ALICE protocol.*

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I want you to know that everyone at school is here to keep you safe and we have a very safe school. One of the ways that we keep our school safe is by making sure that we practice how to stay safe. For example, we keep our classroom doors locked. We have visitors check in at the office and put on a sticker showing that they have permission to be at school. We have a loud alarm and flashing lights that warns us if we think there is a fire in the building. We make sure that we know where to go in the building if there is a tornado.

Today, I want to talk to you about ALICE ... you know, like *Alice in Wonderland*. The ALICE that I am talking with you about isn't a character from a story. The ALICE we're going to talk about has a different meaning. For our talk today, ALICE is another way that we're going to work together to keep our school safe.

*(NOTE: Use the acronym language as appropriate for the ages of students)*

**ALICE** stands for "Alert, Lockdown, Inform, Counter and Evacuate."

**ALERT** – Tell everyone what is going on, especially adults

**LOCKDOWN** - Keep the school doors locked to give you time to decide what to do next

**INFORM** - Keep telling people what is going on, especially adults

**COUNTER** – Do what you can to stay safe, distract an intruder

**EVACUATE** - Get out of the building and get to a safe place

ALICE is an "alert" for us in our school building. ALICE means to "alert" me or another trusted adult when you are concerned. Alert means to warn. When we practice a fire drill, we exit or leave the building because of a possible fire. Sometimes we practice an alert when there is a tornado. During bad weather we practice drills and alerts.

Today, we would like to talk about another alert. This alert is an ALICE alert and is one to use when we have an "intruder" in the building. An "intruder" is a possible dangerous person who isn't supposed to be in our school. We know that visitors have permission to be in school when they have a "visitor" sticker or a badge (show yours).

The actions we will take begin with listening very carefully to your teacher or another trusted adult. During an ALICE drill you may need to leave the building just like we do for fire drills. During an ALICE drill we may even have to stay in the room and be as quiet as possible.

Sometimes when it is safer to stay in our rooms we will take actions to protect ourselves. Sometimes we will hide from an intruder. Sometimes we will try and distract an intruder. To distract the intruder means to move their attention away from you. Some good ways to distract an intruder are to move large items into his or her path. Your teacher will be responsible for moving these items. We can also distract the intruder by throwing things at them. Items in classrooms such as books, tennis balls, small chairs are all great examples of items to throw. Remember boys and girls that ALICE is a serious topic and we want to be serious in how we act about the topic. Your safety is very important to me and I want to make sure that we do all that we can to learn and grow and continue to be safe.

Do you have any questions?

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#### **Additional Points of Consideration for Staff:**

- Assure students that they are safe at your school.
- There may be other connections to safety practices that you can make, such as other safety practices within schools and the community. It may be helpful for students to brainstorm all types of safety practices, to reduce potential anxiety regarding the ALICE conversations.
- Within the script, it may be necessary to stop and define various words, based on the age of the students:
  - Intruder
  - Alert
  - Lockdown
  - Inform
  - Counter (distract)
  - Evacuate
- Remind students that whenever there is a potentially dangerous situation, they need to listen closely to the adults.
- Help students to identify possible exit points from the school, like windows and doors that they might not normally think of as exits.
- There is no rule as to how far they should run upon exiting school. Run until they feel safe. They should not worry about getting lost, emergency responders will find them; better for them to be a bit lost and safe.