



Jackson R-2 School District

Dr. John Link
Superintendent

Dr. Beth Emmendorfer
Assistant Superintendent

Dr. Matt Lacy
Associate Superintendent

Dr. Keenan Kinder
Associate Superintendent

We are pleased to announce that the Jackson R-2 West Lane Elementary Community Safe Room has been completed and is now ready for use during tornado and dangerous high wind events. The Safe Room is located on the West Lane Elementary School campus at 338 North West Lane, Jackson, MO 63755. This facility is owned by the Jackson R-2 School District. The Safe Room's first function is to provide protection for its students and staff from tornado and dangerous high wind events during school hours.

Your official notification that the safe room is open will come from the Jackson R-2 School District Facebook page <https://www.facebook.com/jacksonr2schooldistrict/> and/or the school website www.jacksonr2schools.com. The District will use reports from the National Weather Service to monitor the storm when a tornado watch is issued. The public will be able to enter the safe room once a tornado WARNING (tornado sirens activated) is issued. Once a tornado WARNING (tornado sirens activated) is issued, the safe room will be fully open and operational for everyone, including after hours. The public should look for the official facebook and/or website notification to let them know the shelter is open during the WARNING.

The tornado Safe Room will also be available for residents in the community that do not have basements or other safe rooms that live within what we refer to as the "Tornado Protection Zone" (TPZ) which is 0.5 miles in diameter around the Safe Room.

TPZ in which you are located (see enclosed map), is the intended tornado protection zone during normal school hours (7:30 am – 3:30 pm Monday through Friday) during the school year. Due to estimated time necessary to reach the Safe Room after a warning has been given and the maximum capacity of 2,485 persons, including the student body, staff and surrounding residents, the tornado Safe Room cannot provide Safe Room for those beyond the protection zone.

During a tornado WARNING (tornado sirens activated) that takes place after school hours (before 7:30 am or after 3:30 pm, Monday through Friday) during the school year, residents will enter the doors located on the south side of the tornado shelter labeled #1 and #2. For a tornado WARNING (tornado sirens activated) that takes place during normal school hours (7:30 am - 3:30 pm Monday through Friday) during the school year, residents will enter the door labeled #3 on the east side of the building.

I have enclosed a TPZ Map, a Safe Room Floor Plan Map, and a Special Needs Form (physical impairments, special medical alerts, aid animal instructions, etc. to be completed and returned to myself within one week from receipt of this letter). No pets are allowed in the shelter, only service animals which will require notification prior to the event. If you have any questions, please do not hesitate to contact myself or the superintendent's office at 243-9501.

Sincerely,

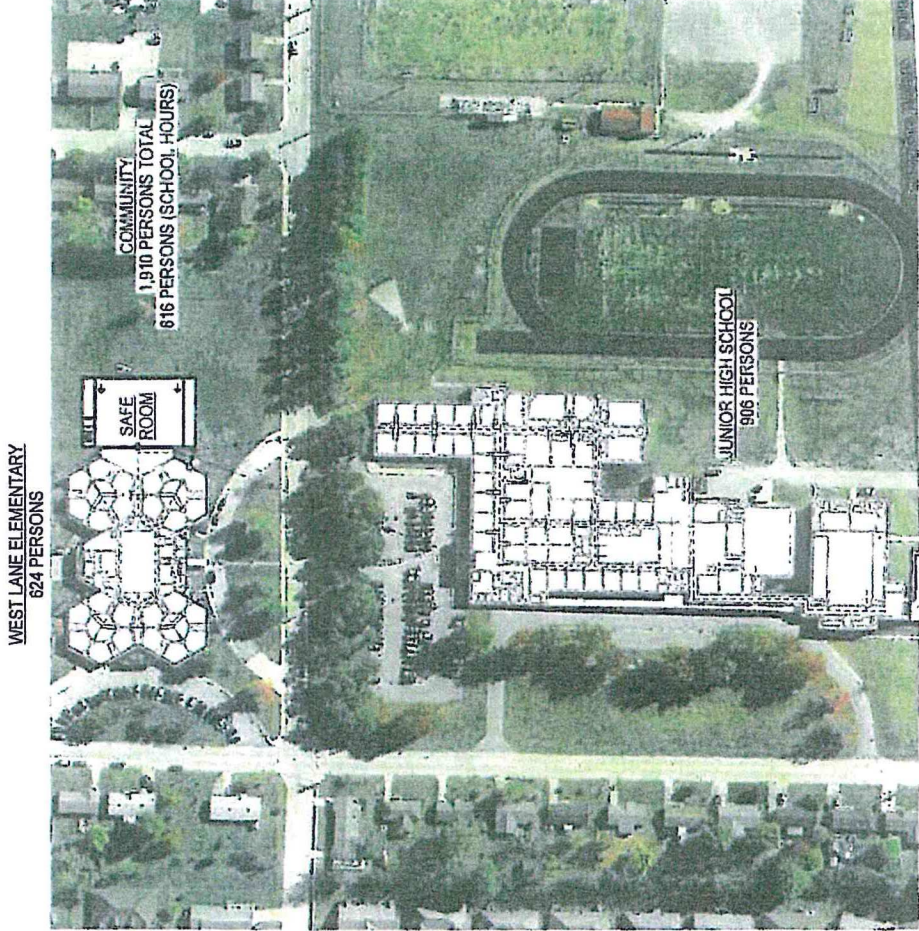
Dr. John Link
Superintendent of Schools, Jackson R-2 School District

Enclosures: TPZ Map, Safe Room Floor Plan, Special Needs Form

TORNADO PROTECTION ZONE JACKSON WEST LANE ELEMENTARY COMMUNITY SAFE ROOM



**Evacuation Routes to the Safe Room
THE TORNADO SIGNAL WILL BE ONE LONG CONTINUOUS BELL.**



EVACUATION PLAN

1
A1.3

SCALE: 1"=200'-0"

IDS incite Design Studio
ARCHITECTS

110 West 18th Street, Kansas City, Missouri 64108
816-979-3500
www.incitedesignstudio.com

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EVACUATION PLAN
JACKSON R2 - WEST LANE ELEMENTARY SAFE ROOM
ADDRESS

NOT FOR CONSTRUCTION
PROJECT PHASE

IDS Project Number: 16-121
Issue Date:

Appendix 2—Tornado Safe Room Special Needs Form

If you plan to come to the Jackson West Lane Elementary Community Safe Room as a result of an extreme wind event (tornado watch/warning) for the Jackson area and have special needs that we should be aware of, please complete this form as necessary and mail or bring to:

**Jackson R-2 School District
Dr. John Link
614 East Adams Street
Jackson, MO 63755**

RE: TORNADO SAFE ROOM SPECIAL NEEDS

Jackson R-2 School District will accommodate your special needs to the best of our ability once you arrive at the Safe Room. The school cannot provide any services to you that are required off campus such as transportation to and from the Safe Room.

| Name | Street Address | Phone | Email |
|----------------------------|----------------|-------|-------|
| | | | |
| Please list Special Needs: | | | |
| | | | |

If you require the aid of an animal such as a Seeing Eye dog and want to bring it to the Safe Room with you, the following is required. Please circle the appropriate response:

I require an aid animal: Yes No

The aid animal must remain leashed or harnessed. Proper official documentation must be presented to identify the animal is a certified aid animal before it will be allowed inside the Safe Room. You should prepare an evacuation kit for your aid animal and bring it with you. Items to include in an emergency evacuation kit:

- Animal Identification (aid animal documentation, collar/harness tag, microchip)
- Water and drinking bowl if desired.
- Cleaning supplies for animal waste (wipes, disinfectant, garbage bag)
- Leash, collar or harness
- Medications (if animal is on medication)

NOTE: You will be responsible for the actions of your aid animal.