

**Note to administrator:** The Texas Education Agency (TEA) provides a [sample parental notification for text and email messages regarding violent activity](#)<sup>1</sup> that has occurred or is being investigated at a campus, other school system facility, or at a school system-sponsored activity. The samples are provided for informational purposes. It is a best practice that the District develop and adopt scripted language, to the extent practicable, for notifications.

See Texas Education Code 37.1131 for more information about model standards for providing notice regarding violent activity.

Sample District and campus emergency operations plans and supporting materials can be found on the [Texas School Safety Center website](#).<sup>2</sup>

The District will provide notification for all incidents that pose a serious or continuing threat to the campus community.

The Chief Administrative Officer or the SFDRCISD Chief of Police will ensure that the District issues a notification for events including evacuation, severe weather, lockdown, dangerous situation, threat via social media, report of a weapon on campus, or threat via voicemail.

The notification will include adequate information for parents to assess the specific situation and will be issued as soon as pertinent information is available and providing the notice is practicable.

Notice Regarding  
Violent Activity

If a violent activity occurs or is being investigated at a District campus or other District facility or at a District-sponsored activity, the Chief Administrative Officer or SFDRCISD Chief of Police will ensure that the District issues an electronic notification through text messaging and email within 15 minutes or as soon as practicable and pertinent information is available (whichever is earlier) to students, staff, parents, guardians, and other persons standing in parental relation to students who are assigned to the campus, regularly use the facility, or are attending the activity, as applicable.

The District's electronic notification will be by text messages (SMS) and email (and may also include social media messaging and notifications and by posting on the school system's website). The District will provide real-time notification by robocalls and emergency application alerts when appropriate.

Student Privacy

In accordance with law, the District will protect student privacy.

All Clear Notification

The Chief Administrative Officer or SFDRCISD Chief of Police will ensure that the District reports by electronic notification (Skylert, Class Dojo) and via the SFDRCISD Facebook page, and SFDR-CISD website when an all clear has been issued.

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<sup>1</sup> TEA: Parental Notification — Sample Notification Texts and Emails:  
<https://tea.texas.gov/texas-schools/health-safety-discipline/safe-and-supportive-schools/guidance-on-model-standards-for-parental-notification.pdf>

<sup>2</sup> Texas School Safety Center: <https://txssc.txstate.edu/>