February 18, 2016

Dear (Teacher),

My name is (your name), and I have a (child’s grade) grader at (School). I have come across an idea that I believe will assist you in the event of a school lockdown.

This idea is from one mother, Christina Powell, who experienced an Elementary School lockdown. I love the idea and with (Principal Name) blessing, we are raising funds to get EVERY Teacher at (School Name), a Code Red Comfort Pack. The Comfort Pack is a backpack that you can grab when a lockdown is issued. Inside each Comfort Pack are items for you to use to help keep the children calm and quiet.

We have started a Go Fund Me Campaign to start raising funds. Attached is a flyer we would like you to send home with every student.

It costs $4 per student in a classroom of 18 students, or $65 per Code Red Comfort Pack. I understand that some parents will not be able to donate, and that is OK. I believe most parents, and maybe you, are not aware that we are trying to supply (School Name) with Code Red Comfort Packs. I would like to inform them of our efforts, and if they can donate, it would be greatly appreciated.

The donations can be made by sending in Cash to be given to (to be determined by you) (labeled Code Red Comfort Pack and your name). They have graciously agreed to help accumulate funds and lend their support. Parents can make a Credit/Debit card payment at [www.gofundme.com/(enter](http://www.gofundme.com/(enter) your campaign)

The founder of Code Red Comfort Pack has put together a YouTube video sharing her experience and listing what is included in the Code Red Comfort Pack. You can view it at [www.youtube.com/watch?v=LatLBmfQLD4](http://www.youtube.com/watch?v=LatLBmfQLD4) or search Code Red Comfort Pack on YouTube.

I am hoping to reach our goal and provide a Code Red Comfort Pack to each of you. If you are friends with other teachers outside of (School Name), please tell them about this idea. I believe that others could benefit and supply their classrooms with a Comfort Pack.

Thank you

Inside Each Code Red Comfort Pack will be:

Inside you will find:

**Ready to Go File**:

**Teacher Contact List**- Cell and Email for teachers’ next door/floor, and specials. Texting your classroom neighbor (or parent stuck in bathroom down the hall) to gather information was helpful. Also if you have a child in transit when the alarm goes off and they are directed to Art. The Art Teacher could text you they are safe and not still walking around.

* **Class Contact List** - parent cell and email

**Hand Sanitizer**

**First Aid Kit**

**Scissors** (I heard one teacher grabbed for protection, and thought it was smart)

**Lysol** (upset tummies in close quarters or pseudo pepper spray)

**Flashlight**

**Glow Bracelets**

**Dry Erase Board** (to communicate in silence with the students)

**Phone power battery charger** (currently charged, but you will need to charge it periodically so it is full capacity in case it is needed. I also wasn’t sure what phone you had, so you will need to get a cable to connect to your phone.) Don’t forget to grab your phone before heading into your designated lockdown spot.

**Lollipops**– help keep little mouths quiet and busy for a little while

**Stuffed Animals/Stress Balls** – to provide snuggles to little ones who might be nervous