



LAREDO INDEPENDENT SCHOOL DISTRICT  
900 E. Lyon St. Laredo, Texas 78040 • Ph. 956-273-1141  
**Plant Facilities and Support Services**  
**Safety/Crisis Management**

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To: Elementary Principals

From: Victor G. Mora, CSHO, Safety/Crisis Management Officer

Thru: Angel Velazquez, Executive Director for Plant Facilities and Support Services

Re: After School Holding Room

Date: 8/15/14

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For those students not picked up by the parent after school, it is recommended placing all remaining students inside a holding classroom or other appropriate room while they wait to be picked up by the parent. It is not recommended to allow the remaining children to sit in the foyer or in the open halls.

Please ensure that visitor management procedures are being followed and only issue out students to parents with appropriate identification. This effort is to ensure that we provide a safe dismissal procedure.

If you have any questions or need assistance on this safety initiative, please advise.