Dear Parents/Guardians,

Thompson School District is implementing a new protocol designed to help enhance security in our schools. This protocol is referred to as “Controlled Access.” Controlled access is a system that allows the front door of the school to remain locked during instructional hours. Visitors to the school may enter the building by simply pressing a button located on the faceplate of the control system. When the visitor presses the button, staff in the school office will reply over the system’s intercom and identify the visitor. Office staff will unlock the door remotely from within. The visitor will then be able to proceed into the school. Please note that a picture ID may be requested. The entire process should be brief.

When you visit your school, please follow these simple instructions:

1. Look for a sign near the main door, which will guide you to the controlled access system.
2. Stand near the control system and press the button.
3. Wait for the office staff to respond over the intercom.
4. The office staff member will remotely unlock the door for you so that you may enter the building.
5. Please proceed to the school’s main office to check-in.

If you have any questions about this process, please contact Bill Reed.

Thompson School District is dedicated to creating a safe and secure learning environment for all students, staff members and visitors. We greatly appreciate your continued partnership.

Thank you,

Arnold Jahnke
Principal