

Emergency Evacuation Measures

Dear [Student's Name],

In light of our commitment to ensuring the safety of all students, we want to inform you of the emergency evacuation measures specifically designed for students with special needs.

Evacuation Procedures

- Individuals requiring assistance will have designated aides during emergencies.
- Evacuation routes are clearly marked with accessible signage.
- Regular drills will include specific scenarios for students with mobility challenges.

Emergency Contact Information

Please ensure you have the following contacts available:

- Campus Security: [Phone Number]
- Emergency Response Team: [Phone Number]

It's essential to familiarize yourself with the nearest exits and the location of your designated safe area.

If you have any questions or require further assistance regarding your specific needs during an emergency, please do not hesitate to reach out to our office at [Office Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]
[Your Position]
[University Name]
[Contact Information]