

(On-campus fight/clash involving dozens of students resulting in minor or no injuries)

(Date)

Dear Students and Parents/Guardians,

As the principal of _____ School, the safety and well being of our students and staff is my top priority. I'm writing today to inform you of an incident that took place at our school on _____ (day/date of incident).

A fight broke out among a small group of students at lunch that escalated into a clash involving dozens of students. The incident resulted in no injuries or minor injuries to _____ students and staff. School staff immediately instituted "campus protection" measures, and notified the Los Angeles Police Department and school police. Police restored order and students were directed to class.

The Los Angeles Unified School District (LAUSD) is working closely with police to investigate the incident and appropriately respond to any students that may have been involved. Youth relations and crisis counselors will also be deployed to meet with students and diffuse any lingering tensions.

I would like to reassure parents and guardians that the school and LAUSD make every effort to ensure the safety of students and staff at our schools. If you have any questions or concerns, please contact me at _____ (school number).

Sincerely,

(Name)
Principal