Script to Families

Subject: Sharing news about incident at SCHOOL NAME today

During lunch today, there was an incident between two SCHOOL NAME students that led to both youth needing medical attention. Both students are with their parents, and are not in medical danger. A few students witnessed aspects of the altercation, and parents have been informed. Police are involved and investigating; there is very little additional information that can be shared at this time. We ask that you discuss with your child the importance of refraining from social media speculation as we support all involved. If you have any questions or concern, please contact me by calling the school.

Thank you for your support,

PRINCIPAL’S NAME