






PROTOCOL	FACULTY RESPONSE	STUDENT RESPONSE	PARENT RESPONSE
<p>HOLD </p> <p>“In your room or area, clear the hallway”</p>	<p>Staff are trained to:</p> <ul style="list-style-type: none"> • Close and lock all doors • Conduct Staff/student accounting • Continue business as usual 	<p>Students are trained to:</p> <ul style="list-style-type: none"> • Clear the hallways • Remain in classroom or area • Continue school as usual • Come out when all clear given 	<p>Parents should know:</p> <ul style="list-style-type: none"> • This is an internal protocol used for a medical emergency or wild animal on campus • Do not report to the school
<p>SECURE </p> <p>(formerly soft lockdown)</p> <p>“Get inside, lock outside doors”</p>	<p>Staff are trained to:</p> <ul style="list-style-type: none"> • Bring everyone indoors • Conduct staff/student accounting • Continue business as usual • Increase situational awareness 	<p>Students are trained to:</p> <ul style="list-style-type: none"> • Return inside the building if outside or at PE • Remain in classroom, lock doors • Continue school as usual 	<p>Parent should know:</p> <ul style="list-style-type: none"> • Police activity in the community, <u>not on campus</u> • No student pick up at this time • Wait for Parentlink message with additional information • Do not report to the school
<p>LOCKDOWN </p> <p>(formerly hard lockdown)</p> <p>“Locks, lights out of sight”</p>	<p>Staff are trained to:</p> <ul style="list-style-type: none"> • Gather students from hallway (if possible) • Lock classroom doors • Turn off the lights • Move out of sight of the assailant • Silence all cellphones and devices • Do not open doors for anyone • Prepare to evade and/or defend 	<p>Students are trained to:</p> <ul style="list-style-type: none"> • Clear the hallways • Remain in classroom or area • Remain out of sight • Lay on the floor on stomach with hands covering head • Come out when all clear given • Silence all cellphone and devices 	<p>Parents should know:</p> <ul style="list-style-type: none"> • There is an imminent threat on campus • There is NO ACCESS to the school • Calling or texting your child could be dangerous • NO STUDENT PICK UP at this time • Wait for Parentlink message to advise if and where reunification will take place • Report to the reunification site when advised
<p>EVACUATE </p> <p>“Specify the location”</p>	<p>Staff are trained to:</p> <ul style="list-style-type: none"> • Bring student attendance roster • Bring emergency Go Kit • Report any injuries or issues • Use red card, green card • Conduct staff/student accounting 	<p>Students are trained to:</p> <ul style="list-style-type: none"> • Leave book bags behind • Bring cellphones (if possible) • Follow instructions of teacher • Come out when all clear given 	<p>Parents should know:</p> <ul style="list-style-type: none"> • Evacuations happen for various reasons • Wait for Parentlink message with additional information • Be assured that all precautions are being taken • Do not report to the school
<p>SHELTER </p> <p>“State the hazard and strategy”</p>	<p>Staff are trained to:</p> <ul style="list-style-type: none"> • Use proper hazard safety strategy • Conduct staff/student accounting • Report any injuries or issues 	<p>Students are trained to:</p> <ul style="list-style-type: none"> • Use proper hazard safety strategy • Seal the windows and doors • Continue school as usual • Increase situational awareness 	<p>Parents should know:</p> <ul style="list-style-type: none"> • There is a hazmat situation occurring • Be assured that all precautions are being taken • Hazards may include gas leak/severe weather • Do not report to the school