

EMERGENCY COMMUNICATION GUIDELINES FOR PARENT(S) AND GUARDIAN(S)

The safety and security of students and staff are top priorities for Ohio Hi-Point Career Center. The district has a comprehensive crisis plan and district administrators work closely with local emergency responders and law enforcement to monitor and update plans on a regular basis. In addition, the district has well-established security measures to ensure the wellbeing of students and staff. These include: visitor check-in procedures, locked doors after the start of the school day, and surveillance cameras.



Before a School Emergency

Be Prepared

To ensure every parent/guardian has the most accurate information in the event of an emergency, please make sure your student's emergency contact information is current. To update this information, please contact Ohio Hi-Point's Health & Safety Coordinator at (937) 599-3010 ext. 1347.

Ohio Hi-Point encourages parent(s)/guardian(s) to take advantage of the district's mass call and text messaging service to be notified of emergency situations. To participate in the district's phone service, please contact Ohio Hi-Point's Director of Technology at (937) 599-3010 ext. 1370.

Parent(s)/guardian(s) should be aware of where they can obtain information from the district by following the district's communication channels including Ohio Hi-Point's Facebook (www.Facebook.com/ohiohipointcc), Twitter (@ohiohipoint), and website (www.ohiohipoint.com) pages.

Stay Informed

Multiple outlets will be used for updates:

- OneCallNow (phone and text)
- Facebook (www.Facebook.com/ohiohipointcc)
- Twitter (@ohiohipoint)
- Ohio Hi-Point website (www.ohiohipoint.com)
- Local TV and radio stations



During a School Emergency

Trust

Trust that during an emergency Ohio Hi-Point's first priority is the safety and protection of students. Once students are safe and the district has full and accurate information regarding the situation, communication efforts to parents will be initiated. Trust that staff and students are prepared for emergency situations. The district participates in emergency drills throughout the year, and staff and emergency responders know the best procedures for keeping students safe.

Please do not call the school. It is essential to keep phone lines open so district officials can make outgoing emergency calls. If students are ill or injured, the parents of those students will be notified first

Please do not go to the school. In the case of a high-impact emergency on campus or at a school-sponsored activity, access to the campus will be limited and controlled by fire or police officials.

Parent(s)/guardian(s) are encouraged to remain close to their sources of communication to ensure they are receiving accurate and timely updates from the district.

Please reassure your student you will be contacted by Ohio Hi-Point and you will be reunited with them as soon as it is safe to do so.



After a School Emergency

How will I be reunited with my child?

Parent(s)/guardian(s) will be directed by school or local law enforcement to their student's specific location. This information will be distributed via the emergency communication outlets listed. The district will only release students to authorized persons after checking proof of identity and signing a student release form.

Ohio Hi-Point understands the anxiety parents feel when there is potential danger to children. It's important to remain calm, follow procedures, and cooperate with district and local emergency responders and law enforcement. The reunification process can be time-consuming, so everyone is asked to be patient.

Recovery

After the safety and status of students and staff have been assured and emergency conditions have abated, staff, teachers, and school officials will work to return to a normal school routine as quickly as possible.

The district will provide tools and resources for students and families including school counselors, grief counselors, and human services professionals to work with individuals and groups.

Communication regarding follow-up developments will continue with parents.

Discussions and debriefings with staff and responders will occur to evaluate the district's crisis response and recommend adjustments as appropriate.