

SAFETY & SECURITY: Types of Action

Secure



Building is locked and students are brought inside as a precautionary measure based on activity in the area.

Examples:

- Law enforcement activity such as serving warrants in a nearby location
- Report of dangerous wildlife in area

ACTION: Monitoring

How will you know?

- Email to parents

Further communication as needed if the situation impacts daily operations.

Please remain at home until receiving further communication.

LockDOWN



Building is put on lockDOWN due to danger inside or very near the building. All students and staff are in lockDOWN – Locks, Lights, Out of Sight.

Examples:

- Threat inside the school
- Emergency or dangerous situation very near the building

ACTION: Active with district and emergency responders

How will you know?

- Phone call (auto dial) to parents
- Text to parents (if opted-in)
- Email to parents

Updated communication as situation progresses and as needed.

Please remain at home until receiving further communication.

Evacuate



Students and staff are moved to a new or safe location due to a situation in or near the school building.

Examples:

- Gas leak in the school
- Unsafe situation near school affecting release times

ACTION: Active with district and emergency responders

How will you know?

- Phone call (auto dial) to parents
- Text to parents (if opted-in)
- Email to parents

Updated communication as situation progresses and as needed.

Please remain at home until receiving further communication.

Shelter



Students and staff are instructed to take safe shelter due to a situation in or near the school.

Examples:

- Tornado, earthquake or other natural events

ACTION: Active with district personnel and emergency responders as needed

How will you know?

- Email to parents

Further communication as needed if the situation impacts daily operations.

Please remain at home until receiving further communication.

Reunification



As a result of any of the above scenarios, students may need to be reunified with parents through a controlled release at the school or a reunification at a new location.

We want to reunite students with parents as soon as possible during an emergency situation. We will work with police and fire agencies to determine when it is safe to reunite students and parents. These situations often take time and planning to ensure you and your child are reunited safely.

Here are some tips for your role in a reunification:

- 1 STAY HOME
- 2 STAY INFORMED
- 3 BE READY

Watch a video on your role during a reunification at www.adams12.org/safety



Hold

Hold is called when the hallways need to be kept clear due to a situation inside or outside of the building.

Students and staff are instructed to clear the halls and remain securely in a classroom until the situation is resolved. Behind doors it's business as usual, although students may remain in class longer than the dismissal bell.

The safety of your child is our top priority. In order to have a successful learning environment, it is absolutely necessary that students and staff of Adams 12 Five Star Schools are safe. The following is a guide for parents to understand our process and to help maintain safe and secure schools in our district.



Secure: Secure the Perimeter.

During secure the perceived **DANGER IS OUTSIDE** of the school. School administrators, faculty, and staff move all students and activities inside and ensure the building perimeter is secured - building and windows locked. The district encourages staff to have greater situational awareness while maintaining normal classroom activities with minimal interruption or distractions.



LOCKDOWN: Locks, Lights, Out of Sight.

During a lockdown the perceived **DANGER IS INSIDE** or very near the school building. When a school goes into lockdown, a "Security Alert" broadcasts inside and outside the school via the public address system. Students and staff are trained to follow lockdown protocols on a yearly basis. The expectation is that classroom doors are locked and secured, lights are turned off, and students and staff move to a safe location. Students are encouraged to remain quiet. Students and staff are released by district or emergency personnel.

Decision Makers

In the unfortunate event of a school emergency, many people play a role in ensuring the safety of our students:

Local Law Enforcement and Fire Services

Local law enforcement and fire services is in constant contact with district safety and security personnel. Law enforcement and fire services may be in charge of a particular situation and call for any safety protocol, or may be in an advisory role with district personnel.

District personnel

District safety and security members, as well as district administration, may manage an emergency or call for any safety protocol. Communications Services works with school staff to communicate needed information or updates to parents and guardians. District personnel also includes our crisis response and crisis recovery teams, transportation, and other departments as needed.

School personnel

Principals or staff may initiate any safety protocol based on a perceived threat. School staff will work with district safety and security personnel to ensure protocol and next steps.

Parents and community members

Any parent or community member can call the school, district or local law enforcement to report any suspicious activity or perceived threat to the school or district. Safe2Tell provides a safe, easy way to report information about anything that is a concern to school or community safety. To anonymously report a safety concern please call 1-877-542-SAFE (1-877-542-7233) or go online at safe2tell.org/submit-tip.

PARENT TIPS

Visit www.adams12.org/safety for tips on what to do during an emergency situation and how to talk with your child afterwards.