

## When & Why are Students & Staff asked to Lockdown, Shelter-in-Place or Evacuate?

A school crisis can take a number of forms including an environmental event, such as a chemical spill or gas leak; a weather emergency, such as a tornado warning; or an intruder in or near the school. The nature of the school crisis dictates whether school officials will put in place a lockdown, shelter-in-place, evacuation or any combination of these protocols, as a means to ensure the safety and well-being of students and staff.

### Your Child's Safety: Our #1 Priority



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**Bo Matthews, Superintendent**



### In the Case of an Emergency

**DO** tune in to local TV/radio stations.

**DO** rely only on official communication from the school or public safety officials via One-Call, Barren Schools Facebook page, email, and/or text messages.

**DO** check our district website:  
[www.barrenschoools.com](http://www.barrenschoools.com)

**DO NOT** panic!

**DO NOT** call or rush to your child's school. You may have difficulty getting through due to procedures in place designed to keep your child safe.

## Barren County Schools Emergency Information Guide



## Safety Terms and Procedures

In the event of an emergency at your child's school, it is important to know the following terms:

### LOCKDOWN

A lockdown takes place if an internal or external threat is identified at or near the school. All school doors are locked and students are confined to classrooms. NO entry into or exit from the school will be allowed until an "all-clear" announcement is made. Students will NOT be released during a lock down.

### SHELTER-IN-PLACE

Students take refuge in designated areas to protect them from hazardous materials or severe weather. No entry into or exit from the school will be allowed until an "all-clear" announcement is made. Students will NOT be released during shelter-in-place.

### EVACUATION

In the event of certain building emergencies, students will be relocated to a relocation site. Students will be released ONLY to parents/guardians with picture ID who are on the official school student release and permission list. This procedure is necessary to account for the whereabouts of all students.



## What Should I Do During a School Emergency?

When an emergency occurs that affects the school, a parent can get information by doing one of the following:

- Visit the Barren Schools website at [www.barrenschoools.com](http://www.barrenschoools.com). In an emergency, the home page will give critical information.
- If you follow Barren Schools on Twitter (@barrenschoools) and/or Facebook (Barren County Schools) check your account for up-to-date post.
- Tune in to local television (WBKO Channel 13) or local radio (WCLU, The Point 105.3, WOVO 106.3, HOWDY 103.7, SAM 100.7, ESPN Radio 1230 & 1450)



In a school emergency, the first instinct as a parent is to pick up the telephone and start calling the school or rush to the school and get your child/children. The truth is, this only complicates matters from a safety and security standpoint.

Traffic at the time of an incident often hinders the rescue attempts of police and fire officials on the scene. The BEST action parents can take in an emergency is to stay close to their phones and email and to monitor local radio and TV reports for regular updates and instructions.

## How Can I Be Reunited with My Child?

Whether students are at the school or relocated to another site for parent reunification, the relocation will be announced by all media sources. All local radio and television stations will make announcements regarding where to pick up your child/children. The reunification process can be time-consuming so parents are urged to be patient.



### Barren County Schools Parent/Guardian Emergency Tip Card

Carry this card at all times.

During an emergency, parents can learn important information and get instructions by doing one of the following:

- ◇ Visit [www.barrenschoools.com](http://www.barrenschoools.com) for critical up-to-date information.
- ◇ Check the Barren Schools post on Facebook & Twitter
- ◇ Tune in to local television. (WBKO Ch. 13)
- ◇ Listen to local radio. (WCLU, The Point 105.3, WOVO 106.3, HOWDY 103.7, SAM 100.7, ESPN Radio 1230 & 1450)
- ◇ Wait for One Call notification/instruction.