

Hazardous Weather Evacuation Plan

The office of the superintendent, principals, and transportation director all are equipped with National Oceanic and Atmospheric Administration (NOAA) Radios for secure information.

The district also has an in-house, two-way radio communication system that links buses, school buildings, the transportation garage, and the superintendent's office.

Should an evacuation be required, all teachers and support staff (unless otherwise directed by the principal or district official) will accompany the students to the "host" school or safe site and remain with their students until relieved of responsibility by the school principal or other district official.

Visitors in the building have the option to leave the school campus after all students and staff have been evacuated or to ride the buses to the host school or safe site.

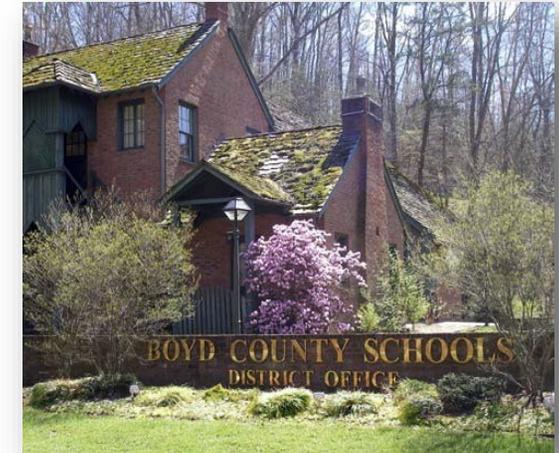
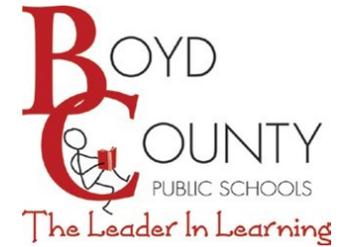
Students who are off campus during the school day will be routed to the nearest safe facility.

Students and staff who are on field trips will be advised, pending the situation, of which route to take to remain safe.

Student and staff safety is the focus during an evacuation.

Students will remain the responsibility of a professional staff member until released to the parent or other authorized person on the student's emergency card.

PLACE
STAMP
HERE



Parent/Guardian Emergency Guide

Pete Fraley
Safe Schools Coordinator

606-928-4141
District Office

In the event of an emergency, please do not contact the school or District Office. These lines need to remain open for emergency services usage.

Boyd County Public Schools
1104 Bob McCullough Drive
Ashland, KY 41102

Emergency/Disaster Planning

In the event of an emergency or disaster situation, Boyd County Public Schools have two goals:

- 1) To keep our students and staff safe;
- 2) To keep parents and the community informed with accurate information.

Boyd County Public Schools has developed an emergency response plan in conjunction with our local police, fire, emergency medical services and other responding agencies. This brochure includes information parents will need to know and follow in the event of an emergency at your child's school or in our community.



A BCHS student (in wheelchair) participates in a mock disaster drill with Kings Daughter's Medical Center.

Preparing for an Emergency

The best preparation for any emergency is ensuring the school your child attends has the most **up-to-date contact information** for your household.

The **Infinite Campus Messenger** (robo call-out service) will be used during an emergency. Your child's school staff will enter your contact information into Infinite Campus (I C) when your child enrolls in school.

Parents/Guardians will be able to access and edit their information online through the I C Parent Portal. The Parent Portal is located on the Boyd County district website. (www.boyd.kyschools.us) Choose the main menu icon "Parents", then the submenu "I C

Parent Portal". If you don't have access to the internet, please update your contact information at your child's school.

In the Event of an Emergency

When an emergency occurs that affects the school, parents can obtain important information in the following ways:

- **Infinite Campus Messenger** will contact you
- Tune in to local TV and radio stations (WSAZ, WOWK, WTCR 103.3).

These resources will give up-to-date information in the event of an emergency.

Please do not go to the school.

Shelter-in-Place/Lock-out

During a Shelter-in-Place/Lock-out, students may be taken to an inner hallway or a room with few or no windows and will remain there until it is safe to release students. Shelter-in-Place/Lock-out will be used:

- if there is a threat of tornado or high winds,
- if a hazardous material is released into the air, or
- if emergency agencies determine that evacuations or early dismissal could potentially place students in danger.

During Shelter-in-place/Lock-out, students will not be released until it is deemed safe.

Lockdown

During a Lockdown, all exterior and interior doors will be locked and students will be confined to designated safe areas.

No entry or exit of the school will be allowed.

A Lockdown takes place if a threat or possible threat is identified inside or outside of the school.

Any staff member may initiate a Lockdown if they feel there is an emergency situation. This can be done by loud, verbal communication throughout the building. If you are notified of a Lockdown at school, **please do not go to**

the school. Stay in a location where you can get further information.

Students will not be released until the incident has been resolved. You will be notified of reunification plans.

Reunification

Reunification (reuniting parents and guardians with their children) is used when students have been removed from the school facility to an alternate location, or when an emergency has occurred that affects the area around the school.

Remember, a student can only be released to an adult who is listed as an emergency contact on school records. Please be sure to keep your contact information up-to-date. Anyone attempting to pick up a student must show proper **photo identification** (driver's license, state ID card, military ID card, or passport).

Evacuation

During an Evacuation, students will be sent outside or transported to an alternate site to prevent harm or injury due to an emergency inside the school or community. These sites have been predetermined and specific information will be released as it is known.

Reverse Evacuation

Reverse evacuation procedures are implemented when conditions **inside** the building are safer than outside.

Reverse evacuation procedures are often implemented in combination with other procedures in order to ensure the safety of students and staff who are outside the building.



Important information continued ➡