

TIPS TO PREPARE YOUR FAMILY FOR AN EMERGENCY

Create a family emergency plan and talk to your children about what your family will do in the event of an emergency at school.

- ✓ Keep your child's emergency contact information up-to-date, including alternate phone numbers for you and family or friends authorized to pick your child up at school.
- ✓ Discuss ways to stay in touch during an emergency and stress the importance of staying off cell phones unless specifically authorized. Ephrata Schools will instruct students with phones to text family and let them know the student is OK.
- ✓ Talk to your child about the importance of listening carefully and following directions in the event of an emergency.
- ✓ Bookmark Ephrata Schools information sources so you can easily check for updated information and instructions in event an emergency occurs.
- ✓ Verify information before sharing potential misinformation. Watch for information from Ephrata Schools or local law enforcement.

LIFE FIRST

Should an emergency occur, school officials and first responders will do what is needed to protect life first and then work to inform families with accurate and complete information. We recognize the importance of communication. We will reach out as quickly as possible, using the communication methods listed below.

SAFETY FIRST



All visitors arriving on an Ephrata School District campus during the regular school day must sign in at the school office and receive a visitor badge.

Ephrata School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: Bryan Johnson, Title IX Coordinator, 333 4th Avenue, (509) 754-5285 bjohnson@ephrataschools.org, Jamie Bessette, 504/ADA Coordinator, 501 C Street NW, (509) 754-3538 jbessette@ephrataschools.org, Sharon Scellick, Civil Rights Compliance Coordinator, 111 4th Ave. NW, (509) 754-5881, sscellick@ephrataschools.org, David Laird, Harassment, Intimidation and Bullying Coordinator, 333 4th Avenue, (509) 754-5285 dlaird@ephrataschools.org.

STAY INFORMED :

Keep your emergency contact information up-to-date in Skyward to ensure we can reach you. Ephrata Schools communicates using the following methods:



Remind for text messages. As an Ephrata Schools Family, you are automatically enrolled.



www.EphrataSchools.org



Email via Skyward



@EphrataSchoolDistrict



@EphrataSchoolDistrict165



Safe Schools EPHRATA

In Partnership with:



Ephrata Police
Department



Ephrata Fire
Department



Grant County
Sheriff's Office

TERMS WE WILL USE IN AN EMERGENCY

We recognize the importance of clear communication at all times, but especially in an emergency. Here are the terms we will use when necessary.



www.EphrataSchools.org

TRAINING

Ephrata Schools staff and students are legally required to conduct and document drills and training to ensure we are prepared for problems caused by natural forces or manmade. We have plans in place that can be adjusted to meet circumstances. Safety is our primary concern.

We are committed to making school safe for students and staff. Each school has a designated threat assessment and safety team trained to respond in emergency situations.

If You



SEE SOMETHING

**SAY
SOMETHING**



If you see something, hear something, observe something or if something feels wrong, we want to know. We subscribe to a service that allows quick, easy, and anonymous reporting of safety concerns to school officials 24/7/365.

Help us create a safer learning environment. Visit www.EphrataSchools.org for more information.

SECURE THE BUILDING

Used to secure school buildings during incidents that pose an imminent concern **OUTSIDE** the school. Class goes on as usual inside the school.

- ✓ Students brought inside. All outdoor activities are terminated immediately.
- ✓ All exterior doors are locked. Windows are locked and covered. Attendance is taken.
- ✓ No one is permitted to enter the building, including parents. School entrances are monitored by staff.
- ✓ Secure the building is lifted when the issue **OUTSIDE** the building is resolved.

LOCKDOWN

Used to secure school buildings and grounds during incidents that pose an immediate threat of violence in or around the school. Schools take the following actions:

- ✓ Students are gathered from hallways, restrooms and other common areas.
- ✓ All classroom and office doors are locked, windows are covered and students remain out of sight in the locked classroom. Attendance is taken.
- ✓ NO ONE is permitted to enter or leave a classroom or office under any circumstances.
- ✓ Students stay hidden until physically released by law enforcement personnel or school administrators.

REUNIFICATION

The process of reuniting students with families. Reunification will occur at a site away from the impacted school(s). Parents/guardians will be required to sign out children. Students will only be released to adults with proper ID and whose name is on file with the school as an authorized emergency contact.