

When and Why are Students and Staff Asked to Lockdown or Evacuate a Building?

School crises can take several forms including environmental events, such as chemical spills or gas leaks; a weather emergency such as a tornado; or an intruder in or near the school. The nature of the school crisis dictates whether school officials will call for a lockdown (where students stay in the building), evacuate the building, or a combination of these.

Before an Emergency Occurs

Provide the school with your current phone number and identify that you want to receive phone messages and text messages when you complete your child's annual registration.

If this information changes throughout the year, update this using your Parent Portal app as soon as the changes happen.

Sign up for the free CodeRED Mobile Alert App

Follow Mercer County Schools on Facebook and Twitter

Emergency Information Guide



Your Child's Safety is Our #1 Priority

Mercer County Board of Education
530 Perryville St.
Harrodsburg, KY 40330
859-733-7000
www.mercer.kyschools.us



Jason Booher, Superintendent

For Parents and Guardians

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Building Traditions Through Excellence

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 remain in their classroom. NO entry into or exit from the school will be allowed until we are cleared by law enforcement to do so. Students will NOT be released during a lockdown.

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 a shelter-in-place.

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

What Should I Do During a School Emergency?

*Rely only on official communication from the school or public safety officials.

*Check your email or text messages for updates and directions from the district.

*Monitor your Code Red app for messages from local emergency responders.

*Visit Mercer County Schools website at www.mercer.kyschools.us and Mercer County Schools Facebook page. In an emergency, critical information will be shared here.

What NOT to do.

- DO NOT panic
- DO NOT call the schools
- DO NOT RUSH to your child's school

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

Parents too close to an incident often hinder 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 phone and email 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 site and any specific directions will be announced by email, text, or IC Message.

Only parents/guardians approved for check out will be allowed to pick up children. Please have a picture identification available for staff to verify.

Mercer 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:
 - *Checking email and text messages for further instructions from Mercer County Schools
 - *Visit www.mercer.kyschools.us for critical up-to-date information
 - *Check Mercer County Schools Official Facebook page
 - *Tune in to local television stations