

Heightened Awareness

(Get your Attention)

This means a potential MAY exist for an unusual situation and all parties should have heightened awareness to react as needed.

- Follow school's communication plan for information.
- Limit movement to and from your classroom.
- Be on the lookout for unusual behavior both in and outside of the school.
- Check exterior doors to make sure they are secure.
- Be accountable for all students.

Secure Your Area of Responsibility

(Classroom, hallway, etc.)

Specific incident within your area of responsibility. (Medical, threat to self or others)

- Execute **Alert** methods
- Secure all people within your immediate area. (May require you to move to a more secure area.)
- Lock or Secure doors.
- Monitor/use communication devices.
- May release by intercom or other personal contact.

LOCKOUT

(Secure Perimeter)

(On Alert)

A potential threat or danger exists within the community/ neighborhood and all parties should be aware to react as needed.

- Execute **Alert** methods
- Secure all people within the building.
- Lock external doors.
- Cover windows.
- Stay in secure area within the building until further notice from administration or law enforcement.
- Monitor/use communication devices.
- Requires leaving unsecure areas such as fields, gym, playground, or library to secure area.
- Continue with instruction.
- May release via intercom.



LOCKDOWN

(Immediate threat)

Recognition of Danger. Take immediate action using the safest and best option for survival.

- Execute **Alert** methods
- Secure yourself and others by assessing and using available information to decide if RUN, HIDE, or FIGHT.
- **HIDE: (Secure and/or Barricade)** Lock doors, Lights off, Barricade entry, Quiet, Stay in place.
- **RUN: (Intelligent Escape)** Evacuate to safer location, Remain with your group, Call 911 when safe.
- **FIGHT: (Defend and Protect)** As a matter of survival engage the intruder with any means necessary.
- Monitor/use communication devices.
- Release only by administration or law enforcement.



MCSS Safety Protocols

SHELTER

(Go to protected area)

This means a potential MAY exist for personal protection. Situations may include, but are not limited to tornado, earthquake or hazmat.

- Execute **Alert** methods
- Secure all people within your immediate area which may require you to move to a more secure area.
- Lock or Secure all doors and Windows.
- Stay in secure area within the building until further notice from administrator or emergency personnel have issued an all-clear signal.



EVACUATE

(Go to designated location)

A situation that requires evacuation from the school building and/or campus.

- Execute **Alert** methods
- Secure all people within your immediate area which may require you to move to a more secure area.
- Follow safety plan map to move to designated location which may require you to move to off campus location.
- Stay in designated area until further notice from administration.

