



Emergency Preparedness

A Guide for Parents

To safeguard the emotional, physical, and educational wellbeing of our children, Sayville School District regularly evaluates and updates our school-safety plan and emergency procedures. This bulletin provides important information and resources to help parents and community members be informed partners in preparing for an emergency.



Does Sayville School District have Emergency Planning drills?

YES!

- Annual practice drills are conducted by School Emergency Response teams for each school. This includes **evacuation, lockdown, and early dismissal.**
- The District consults with local fire, police, and county personnel in planning.
- Yearly reviews keep the plans updated and aligned with state and federal agencies guidelines.



How will the school respond to an emergency?

When the Superintendent or Emergency Management Officer determines that an emergency has occurred, there are four possible plans of action:

- **The Go-Home Plan** returns students to their homes and families as expeditiously as possible. Each school maintains names of emergency contacts for each child. Elementary students are never returned to an unoccupied or unsupervised home. If there is no one at home to meet an elementary student, the child is returned to school and held until a parent or designated emergency adult picks up the child. *(Parent Tip: Please ensure that your child's school has the most up-to-date*

emergency-contact information.)

- **The Sheltering Plan** keeps students in their buildings when it is safer to stay inside than to go out. Ordinarily, sheltering is considered a short-term solution, but each school is prepared to shelter students overnight if necessary. Specific areas for each building are identified as the safest for occupants. A part of *The Sheltering Plan* will be a *Stay-Put Plan*.
- **The Evacuation Plan** requires that all building occupants leave and go to an alternate location. Evacuation may mean only going outside and away from the building until an "all-clear" signal is given. In some circumstances,

FOUR PLANS OF ACTION:

- **The Go-Home Plan**—Returns student to their homes and families as expeditiously as possible.
- **The Sheltering Plan**—Keeps students in their buildings when it is safer to stay inside than to go out.
- **The Evacuation Plan**—Requires all building occupants leave and go to an alternate location.
- **The "Lockdown"**—Requires students to seek immediate cover in a locked room.

students and staff may need to be transported and housed temporarily in another location. (See back page for **Lockdown**.)

Should I pick up my child at school during an emergency?

Parents are strongly discouraged from going to school during an emergency, unless otherwise directed.

During emergencies, natural instincts urge people to go to the schools to safeguard their children, but doing so may significantly compromise or degrade the school's ability to respond to the situation. Going to the school may interfere with police or other emergency vehicles or response teams. It may cause traffic jams of busloads of students evacuating to safer sites.

What provisions are made for Students With Disabilities?

Each school has detailed plans of action that include evacuation of students or staff with special needs.

If there is an evacuation, where will students go?

Should students be moved to an alternate location, the school will attempt to reach all parents to advise them of the location. Depending on the severity of the emergency, each school has several alternate sites. Only police, fire, county, and state authorities have prior knowledge of these sites for security reasons, but the general public will be advised of such evacuation sites during an actual emergency.

Where do I get information during an emergency?

- District website www.sayville.k12.ny.us
- WALK Radio Station 97.5
- WBLI Radio Station 106.1
- WBAB Radio Station 102.3
- News12 Cablevision

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LOCAL RESOURCES

American Red Cross
www.redcross.org

Dept. of
Homeland Security
www.ready.gov

FEMA
www.disasterhelp.gov

NY State Health Dept.
www.nyhealth.gov and
www.pandemicflu.gov

The following sites can be accessed for information.

- District website www.sayville.k12.ny.us
- WALK Radio Station 97.5
- WBLI Radio Station 106.1
- WBAB Radio Station 102.3
- News 12 Cablevision

What is a lockdown?

A "lockdown" event occurs when there is an immediate hostile threat to the school. This may be an intruder or a firearms event. A "lockdown" announcement is made and all staff and students seek immediate cover in a locked room. All school activities cease and 911 is called. All staff and students remain in "lockdown" until released by the police or authorized school personnel.



Please stand by...

Chances are you may not be able to reach the school by telephone in a real emergency. District telephone lines will be busy with personnel who need to communicate to emergency services and parents.

We will be making every effort to contact parents directly by telephone and through the District's Website.

General Guidelines for emergency preparedness

(including hurricanes, tornadoes, floods, or terrorist acts)

- Store food, water (1 gallon/person/day), medicine for at least 3 days.
- Keep battery-powered radio and flashlight with extra batteries.
- Develop a family emergency communication plan.
- Keep a list of family members' blood types, allergies, medical history, current medications and doses.
- Keep your child's school informed of changes in telephone numbers, addresses and emergency contacts.



For more helpful ways to prepare, go online www.suffolkcountyny.gov and click on Office of Emergency Management.



Preparing for an Emergency: Pandemic Influenza

Q. What is pandemic influenza?

Influenza pandemics are global

outbreaks caused by the emergence of a brand new virus. Because people have little or no natural resistance to the new virus, and there is no readily available vaccine, influenza pandemics often result in more severe illness and death. Many scientists around the world are closely watching the H1N1 influenza situation in Asia and Europe. There is the possibility that the virus in birds may change and become more easily transmissible among people.

Q. What are the potential impacts of an influenza pandemic?

The effects of a pandemic could be severe in that many people could become sick at the same time and be unable to work. Schools and businesses might close for a short period of time to minimize the spread of infection. Large group gatherings might also be cancelled.



Q. What should I do to prepare for the possibility of this health emergency?

Maintain the same emergency preparedness that you would for any other emergency situation and practice good infection control procedures:

- **Avoid close contact with people who are sick.**
- **Stay home when you have flu symptoms.**
- **Cover your mouth and nose with a tissue when coughing or sneezing.**
- **Wash your hands.**
- **Avoid touching your eyes, nose, or mouth.**
- **Practice other good health habits.**