

IN AN EMERGENCY WHEN YOU HEAR IT. DO IT.

LOCKOUT! Get inside. Lock outside doors.

STUDENTS

Return inside
Business as usual

TEACHER

Bring everyone indoors
Lock outside doors
Increase situational awareness
Business as usual
Take attendance



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

TEACHER

Lock interior doors
Turn out the lights
Move away from sight
Do not open the door
Maintain silence
Take attendance



EVACUATE! To the announced location.

STUDENTS

Bring your phone
Leave your stuff behind
Follow instructions

TEACHER

Lead evacuation to location
Take attendance
Notify if missing, extra or injured students



SHELTER! Hazard and safety strategy.

STUDENTS

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

TEACHER

Lead safety strategy
Take attendance



HOLD! In your classroom. Clear the halls.

STUDENTS

Remain in the classroom until
the "All Clear" is announced

TEACHER

Close and lock classroom door
Business as usual
Take attendance



EN CASO DE EMERGENCIA

CUANDO OIGAN ESTAS INSTRUCCIONES, SÍGANLAS.

LOCKOUT! (acceso bloqueado) Vaya adentro. Eche la llave a las puertas exteriores.

ESTUDIANTES
Regresa al edificio
Continúa con la rutina del salón

DOCENTE
Lleve adentro a todos
Eche la llave a las puertas exteriores
Manténgase alerta sobre lo que ocurre en su entorno
Continúe con la rutina del salón
Pase lista



LOCKDOWN! (cierre de emergencia) Eche la llave, apague las luces, fuera de la vista.

ESTUDIANTES
Desplázate a un lugar fuera de la vista
Guarda silencio
No abras la puerta

DOCENTE
Eche la llave a las puertas interiores
Apague las luces
Desplácese a un lugar fuera de la vista
No abras la puerta
Guarda silencio
Pase lista



EVACUATE! (evacuación) A un lugar determinado.

ESTUDIANTES
Lleva tu teléfono
Deja el resto de tus cosas donde estén
Sigue las instrucciones

DOCENTE
Dirija la evacuación al lugar de reunión
Pase lista
Notifique si faltan estudiantes, si hay estudiantes de más, o si tiene estudiantes heridos



SHELTER! (buscar resguardo) Estrategia de seguridad y para situaciones de riesgo.

ESTUDIANTES
Situaciones de Estrategia de seguridad riesgo

Tornado	Evacuar a un área resguardada
Materiales peligrosos	Sellar el salón
Earthquake	Tirarse al suelo, cubrirse y mantener la posición
Tsunami	Dirigirse a terreno elevado

DOCENTE
Dirija la estrategia de seguridad
Pase lista



Hold! (espera) En su salón de clase.

ESTUDIANTES
Permanece en el salón de clase hasta que se anuncie "All Clear" (situación resuelta)

DOCENTE
Cierre la puerta del salón
Continúe con la rutina del salón
Pase lista





STANDARDTM RESPONSE PROTOCOL EXTENDED

STUDENT SAFETY

A critical ingredient in the safe school recipe is the classroom response to an incident at school. Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff and administration.

SRP

Our school is expanding the safety program to include the Standard Response Protocol - Extended (SRPx). The SRPx is based on these five actions. Lockout, Lockdown, Evacuate, Shelter and Hold. In the event of an emergency, the action and appropriate direction will be called on the PA.

LOCKOUT - "Get Inside. Lock Outside Doors"

LOCKDOWN - "Locks, Lights, Out of Sight"

EVACUATE - "To the Announced Location"

SHELTER - "For a Hazard Using a Safety Strategy"

TRAINING

Please take a moment to review these actions. Students and staff will be trained and the school will drill these actions over the course of the school year.

More information can be found at <http://iloveugays.org>

LOCKOUT

GET INSIDE. LOCK OUTSIDE DOORS

Lockout is called when there is a threat or hazard outside of the school building.



STUDENTS:

- Return to inside of building
- Do business as usual

TEACHERS

- Recover students and staff from outside building
- Increased situational awareness
- Do business as usual
- Take roll, account for students

LOCKDOWN LOCKS, LIGHTS, OUT OF SIGHT

Lockdown is called when there is a threat or hazard inside the school building.



STUDENTS:

- Move away from sight
- Maintain silence

TEACHERS:

- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders to open door
- Take roll, account for students

EVACUATE TO A LOCATION

Evacuate is called to move students and staff from one location to another.



STUDENTS:

- Bring your phone
- Leave your stuff behind
- Form a single file line
- Show your hands
- Be prepared for alternatives during response.

TEACHERS:

- Grab roll sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students

SHELTER FOR A HAZARD USING SAFETY STRATEGY

Shelter is called when the need for personal protection is necessary.



SAMPLE HAZARDS:

- Tornado
- Hazmat

SAMPLE SAFETY STRATEGIES:

- Evacuate to shelter area
- Seal the room

STUDENTS:

- Appropriate hazards and safety strategies

TEACHERS:

- Appropriate hazards and safety strategies
- Take roll, account for students

HOLD IN YOUR CLASSROOM

Hold is called when the hallways need to be kept clear, even during class changes.



STUDENTS:

- Remain in your classroom
- Do business as usual.

TEACHERS:

- Recover students and staff from hallways
- Close and lock classroom door
- Take roll, account for students





**DRILL IN PROGRESS
NO ONE IN OR OUT**



**SCHOOL IS IN LOCKOUT
NO ONE IN OR OUT**

Lockdown



(Active shooter or imminent threat believed to be in the building)

Make Lockdown announcement: "Go into lockdown. Clear the halls now!"

Faculty	Students
Report to nearest classroom/office Recover students from hallway if possible Lock the classroom door Turn out the lights Move away from sight Maintain silence Do not open the door for anyone Prepare to evade or defend Silence cell phones Disregard bells/alarms	Report to nearest classroom/office Move away from sight Maintain silence Do not open the door for anyone Follow faculty instructions Silence cell phones Disregard bells/alarms

- ★ Remain in lockdown and follow law enforcement direction
- ★ Principal informs ED (in Principal's absence, AP notifies ED)
- ★ Communicate to staff, parents, stakeholders, community, using templates provided by Communications Department

Secure



Make secure announcement: "Campus is under secure status, get inside, lock outside doors."

Faculty	Students
Bring everyone indoors Lock outside doors Increase situational awareness Account for students and faculty Remain in the building Follow normal schedule Post Secure/Lockdown poster at building entrances	Follow faculty instructions Return to inside of building Remain in building during transitions

- ★ No personnel enter or leave the building (if portables - remain in portable/no transitions)
- ★ Principal informs ED (in Principal's absence, AP notifies ED)
- ★ Principal assigns administrators to all exterior exits during transitions & redirect students to alternate class location
- ★ Campus personnel should check in with Police Dispatch at (214) 932-5627 and continue to monitor local news

Evacuation



Make evacuation announcement: "Evacuate to [name of designated location]."

Faculty	Students
Lead students to designated location Bring "Go Bag" (Issued by Emergency Mgmt) Bring student rosters with contact information Account for students and faculty Report accountability to supervisor Contact parents	Follow faculty instructions Take only necessary items Bring phone

- ★ Campus personnel should check in with Police Dispatch at (214) 932-5627
- ★ Principal informs ED (in Principal's absence, AP notifies ED)
- ★ Contact Food Services for meals & snacks (214) 932-5500
- ★ Contact Student Services (972) 925-4610
- ★ Contract Transportation (972) 925-4287
- ★ Contact Communications (972) 925-3900

Shelter in Place



(Severe Weather)

Make shelter in place (severe weather) announcement: "Shelter for tornado, etc.."

Faculty	Students
Lead students to designated location Bring "Go Bag" (Issued by Emergency Mgmt) Bring student rosters with contact information Account for students and faculty Report unaccounted students to administrator Contact parents	Follow faculty instructions Take only necessary items Bring phone

- ★ Campus personnel should check in with Police Dispatch at (214) 932-5627
- ★ Principal informs ED (in Principal's absence, AP notifies ED)
- ★ Contact Student Services (972) 925-4610
- ★ Contact Communications (972) 925-3900

Power Outage



Faculty	Students
Call ONCOR for a status update Call Dallas ISD Dispatch Principal calls ED and consult on next steps Principal makes decision about instruction and create relocation plan Bring student rosters with contact information Do business as usual	Follow faculty instructions Bring phone Do business as usual

- ★ ONCOR phone number is (888) 313-6862
- ★ Dallas ISD Police Dispatch number is (214) 932-5627
- ★ Contact Maintenance & Facility Services (972) 925-5096
- ★ Contact Student Services (972) 925-4610
- ★ Contact Communications (972) 925-3900



Social Media Threats or Personnel Threats

Faculty	Students
Notify Principal and Dallas ISD PD Campus Officer will notify Chief of police (appropriate action to be taken) Principal will notify ED (appropriate action to be taken) Principal will notify Communications Dept Communications Dept will send principal formal communication Principal sends out formal communication to parents via social media, school messenger, etc	Notify Principal and Dallas ISD PD See Something, Say Something, Do Something

- ★ Dallas ISD Police Dispatch number is (214) 932-5627
- ★ Contact Student Services (972) 925-4610
- ★ Contact Communications (972) 925-3900