

EMERGENCY INFORMATION GUIDE FOR PARENTS AND GUARDIANS

The Brecksville-Broadview Heights City School District is committed to providing a safe environment for students, staff, and visitors. The Brecksville-Broadview Heights City School District works closely with area law enforcement, fire rescue/EMS, and Cuyahoga County Emergency Management Agencies to ensure our schools are well prepared in the event of an emergency. Each school conducts drills throughout the school year to help students and staff prepare for possible emergencies. For safety reasons, specifics of the drills are not enclosed.

BE PREPARED FOR AN EMERGENCY

- Ensure that your students' emergency contact information is accurate and current.
- Do NOT call or rush to your students' school. Telephone lines and staff are needed for emergency response efforts.
- Do NOT phone your student. Staff and students are discouraged from using cell phone communication for safety reasons.
- Rely on official communications from the district or public safety officials.
- Tune into local radio/television stations and district webpage/email/text messages for official information alerts.

KNOW THE TERMS

In the event of an emergency at your students school, it is important to know these terms:

LOCKDOWN - IMMINENT DANGER; Situation that could cause death and/or serious harm. Law enforcement and first responder notified and enroute. Lock all doors, no access in/out of the building or classroom. Lights off, remain silent and stay out of sight away from doors and windows. Emergency Evacuation may be necessary if the situation warrants. Examples: Active shooter, wanted/dangerous person on property.

EVACUATION - THREAT PRESENT; Situation warrants an immediate evacuation from the facility. Immediately evacuate the facility via the closest safe exit. Remain calm and orderly. Attendance required once the assembly place is reached. Examples: Natural gas leak inside building, hazardous material spill, structural damage.

Note: Fire is an evacuation, however the fire protocol to be followed, pull fire alarm.

SHELTER IN PLACE - NO IMMEDIATE THREAT; Situation does not pose an immediate threat, however could be escalated to a lockdown if warranted. Lock all doors, no access in/out of the building or classroom. Continue classroom instruction, await further instruction. Examples: Building search, privacy needed in corridor (medical emergency), unknown/suspicious visitor on property, police activity in surrounding area (robbery, car chase, etc.), utility emergency.

REUNIFICATION - Parents and guardians will be reunited with their students. The district will release official communication on the reunification site depending on the emergency situation (student school or alternate location). Students will be released ONLY to parents or guardians who are documented as emergency contact and who present a picture ID such as driver's license, military ID, or passport. The reunification process can be time consuming to ensure students are released to authorized guardians.



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