

The purpose of this guide is to provide basic information to parents on how their cooperation and assistance will aid the District and their children during a crisis.

Simple steps you can take to prepare for a school emergency:

1. Communication is vital in any type of emergency. Please update contact information with the offices, as needed. For example, a change in your work telephone number should be reported to the school office.

Individuals listed as *Emergency Contacts* should:

- Be responsible.
 - Be aware that they are listed as an emergency contact and be willing to accept this responsibility.
 - Be easily contacted during the day.
 - Have transportation to pick up your child(ren) at the school, if necessary.
 - Be known by your child(ren).
2. School Emergency Information for parents is located in this brochure. Keep this information with you in case of an emergency.
 3. Talk with your child(ren) about listening and following directions during an emergency. Also discuss the emergency training that is provided at school; give your support by stressing its importance; and encourage cooperation with school staff members, both in practice drills and in the event of a real emergency.

School Emergency Responses

HOLD! Students and staff will stay in their classrooms and conduct “business as usual.” This could occur due to a medical emergency, safety drill, or to clear the hallway.

SECURE! Students will return from outdoor activities, outside doors will be locked, and outsiders will not be able to get into the building. This could occur because of an emergency happening in the community.

LOCKDOWN! Students and staff will lock doors, turn lights out, and stay out of sight. Staff and students will listen for further instructions. This could be activated due to a threat inside of the school.

EVACUATE! Students and staff will leave the building because it is unsafe to stay in the building. This could occur due to a fire, gas leak, or other safety concern.

SHELTER! Students and staff will move to interior rooms in the building. A severe weather event or outside air contamination could cause implementation of this action.

HOLD STUDENTS! This will only occur if there is an emergency in the community and we are unable to send students home. This could affect all students or only students from a certain geographic area.

Student Dismissal/ Parent Reunification Procedures

School officials will notify parents if and where students have been relocated and will provide information for picking up child(ren). Students will only be released to parent/guardian or adults listed as Emergency Contacts. The adult must have a picture ID, for verification purposes, when picking up student(s).

Important things to remember during a school emergency:

What you **SHOULD** do:

- Review the information in this brochure.
- Wait for **official** information and instructions from the District.
- Report to the designated area to pick up your child(ren) easily, if necessary.

Please **DO NOT**:

- Come to the school unless you are asked to do so. This may impede first responders trying to help.
- Use social media to spread rumors about an event or threat.
- Call or text your student during an active drill when they are trying to follow school emergency directives.

Where to turn for information during an emergency:

In an emergency, every effort will be made to keep parents informed so they understand the situation and what is being done in response. Families will receive information and instructions from these listed communication sources:

District Messaging System

Wait for notification from the District Messaging System. You will receive information and instructions on what to do during an emergency. Please remember that information can sometimes be limited or delayed in an emergency.

Website & Facebook

Visit our Website: www.tyrone.k12.pa.us
Visit our Facebook page: www.facebook.com/TyroneASD

Local TV and Radio Stations

Tune in to local TV and radio stations for news alerts, if necessary.