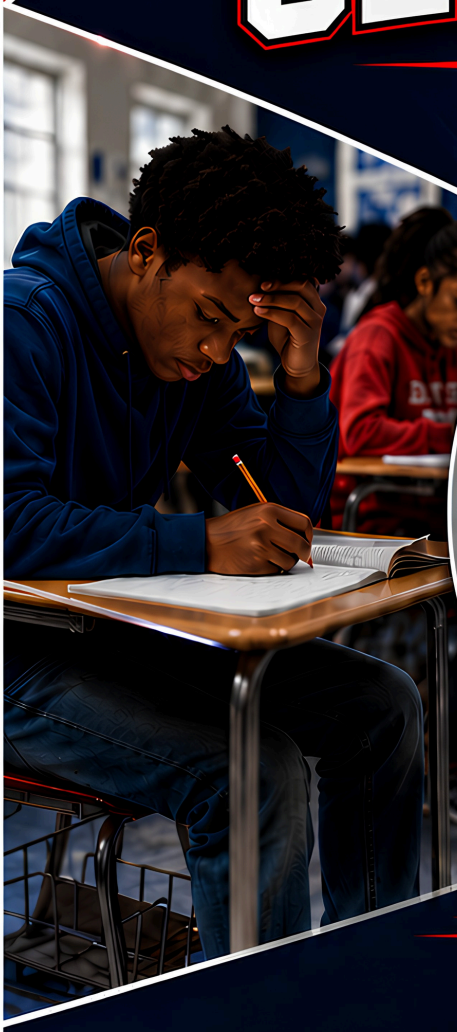
CLARKSDALE
HIGH SCHOOL



BUILDING A WORLD CLASS INSTITUTION
Clarksdale
HIGH SCHOOL
WILDCATS
THAT PRODUCES GLOBAL LEADERS







2026-2027 CRISIS MANAGEMENT PLAN

★ PREPARED TODAY. · PROTECTED TOMORROW. · EMPOWERED ALWAYS. ★

SAFE SCHOOLS.
SECURE ENVIRONMENTS

STRONG COMMUNITIES.
UNITED PARTNERSHIPS

RESPECT.
CARE FOR EVERYONE

BRIGHT FUTURES.
CONTINUED LEARNING

Board Approved: June 22, 2026

CLARKSDALE HIGH SCHOOL

Dr. Toya Harrell-Matthews, *Superintendent*

1101 Wildcat Drive • Clarksdale, MS 38614

Phone: (662) 627-8530 • Fax: (662) 621-8569

INTRODUCTION

The School Safety Plan is the foundation the school uses to maintain a safe and secure educational environment. There are three components to a comprehensive school safety plan. Those components are:

- Policies and Procedures for a Safe School Environment
- Crisis Response Plan
- Programs that Promote a Safe School Environment

It is imperative that you understand what to do in a particular emergency and be prepared to react properly to an emergency.

Clarksdale High School is dedicated to providing a safe and secure learning environment for all students, faculty, staff, and visitors. This plan serves as a guide to help our school community respond effectively to emergencies and maintain a culture of safety, preparedness, and resilience.

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Mission and Vision

Mission

Clarksdale High School will strive to meet every need of every student.

Vision

Clarksdale High School envisions all students graduating ready for college and careers.

CLARKSDALE
HIGH SCHOOL

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Clarksdale High School
Crisis Management Team

Dr. Vernita Burnett, Principal

Birley Gipson, Assistant Principal

Jontarius Haywood, Counselor

Curtis Kemp, Athletic Director

Oliver Mitchell, Resource Officer

Darryl Dillon, Custodian

EMERGENCY DRILL PROCEDURES

The following emergency drill will be conducted:

BOMB THREAT ..... 1 PER YEAR
BUS EVACUATIONS ..... 2 PER YEAR
FIRE EVACUATIONS ..... 10 PER YEAR
INTRUDER/LOCKDOWN ..... 1 PER YEAR
TORNADO DRILL ..... 4 PER YEAR
ACTIVE SHOOTER ..... 2 PER YEAR

Emergency or Drill	Notification
 Fire/Fire Drill	There is a fire in the building. Please follow fire evacuation procedures. **(REPEAT THREE TIMES)**
 Tornado/Tornado Drill	This is a tornado emergency. Please proceed to designated safe areas. **(REPEAT THREE TIMES)**
 Earthquake/Earthquake Drill	This is an earthquake emergency. Please secure earthquake safety procedures. **(REPEAT THREE TIMES)**
 Bomb Search/Bomb Search Drill	We are conducting a bomb search. Please follow evacuation procedures. **(REPEAT THREE TIMES)**
 Lockdown/Intruder Drill	There is an intruder in the building. Teachers, please keep your students in your room and lock the doors. Move students to a safe area within the room. Other staff members quickly move to a secured area. **(REPEAT THREE TIMES)**
 Violent Incident/ Violent Incident Drill	There is a violent incident occurring on our campus. Teachers, please keep all students in your room and lock the doors. Move students to a safe area within the room. Other staff members quickly move to a secured area. **(REPEAT THREE TIMES)**
 Active Shooter Drill	There is an active shooter on our campus. Teachers, please keep all students in your room and lock the doors. Move students to a safe area within the room. Other staff members quickly move to a secured area. **(REPEAT THREE TIMES)**

CLARKSDALE MUNICIPAL SCHOOL DISTRICT

DRILL FORM

LOCATION: _____

TYPE OF DRILL	DATE	TIME	EVACUATION TIME	NUMBER OF STUDENTS/PERSONNEL PARTICIPATING	NOTES / REMARKS	PRINCIPAL'S SIGNATURE
Fire Drill (August)						
Fire Drill (September)						
Fire Drill (October)						
Fire Drill (November)						
Fire Drill (December)						
Fire Drill (January)						
Fire Drill (February)						
Fire Drill (March)						
Fire Drill (April)						
Fire Drill (May)						
Tornado Drill (Fall Semester)						
Tornado Drill (Spring Semester)						
Bus Evacuation (Fall Semester)						
Bus Evacuation (Spring Semester)						
Active Shooter Drill (Annually)						
Lockdown Drill (Twice Per Year)						

IMPORTANT REMINDERS

- Active shooter drill must be conducted within the first **sixty (60) days** of the start of the academic year.
- Fire drills must be conducted **MONTHLY** beginning in August.
- **Two (2)** tornado drills must be conducted each semester.
- **One (1)** bus evacuation drill must be conducted each semester.
- Lockdown drills must be conducted at least **twice (2)** per year.

FORM I-K

EMERGENCY DRILL AND TRAINING DOCUMENTATION FORM

Maintain this form on file as documentation of required drills and training as outlined in the CMSD Crisis Management Plan and Mississippi State Board of Education requirements.

PREPARED BY: _____ **TITLE:** _____ **DATE:** _____

Every Student. Every Need.

SAFETY FIRST | RESPECT ALL | ACHIEVE EXCELLENCE | BUILD COMMUNITY | INSPIRE FUTURES

EMERGENCY NUMBERS

Emergency Department/Name	Cell Number	Work Number
911		
Clarksdale Police Department		662-621-8151
Coahoma Co. Sheriff Department		662-627-0114
Clarksdale Fire Department		662-627-8444
Toya Matthews	662-645-7704	662-627-8500
Herbet Smith	662-645-3653	662-627-8500
Clarence Hayes	662-645-4395	662-627-8570
Vernita Burnett	662-645-4774	662-627-8530
Birley Gipson Jr.	662-645-2683	662-627-8530
Curtis Kemp Jr.	662-902-3270	662-627-8530

PERSONNEL TRAINED IN CPR AND/OR AED

Name	CPR	AED
Birley Gipson Jr.	X	X
Curtis Kemp Jr.	X	X
Warren Brown II	X	X
Ricky Fields	X	X
Fredrick Brister	X	X

CHAIN OF COMMAND



PRINCIPAL



ASSISTANT PRINCIPAL



ATHLETIC DIRECTOR



SCHOOL COUNSELOR



SCHOOL RESOURCE OFFICER



ADMINISTRATIVE TEAM MEMBERS

ACTIVE SHOOTER

Signal: There is an active shooter on our campus. Teachers, please keep all students in your room and lock the doors. Move students to a safe area within the room. Other staff members quickly move to a secured area. (REPEAT THREE TIMES)

Procedure:

The administrator or next in command will determine the most reasonable way to preserve lives.

- **HIDE OUT.** If evacuation is not possible, find a place to hide where the active shooter(s) are less likely to find you.
- Your hiding place should: be out of the active shooter's view; provide protection if shots are fired in your direction (i.e., an office with a closed and locked door; not trap you or restrict your options for movement
- To prevent an active shooter from entering your hiding place: lock the door and blockade the door with heavy furniture

1. HOW TO RESPOND WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

- Lock the door
- Silence your cell phone and/or pager
- Turn off any source of noise (i.e., radios, televisions)
- Hide behind large items (i.e., cabinets, desks)
- Remain quiet if evacuation and hiding out are not possible: Remain calm
- Dial 911, if possible, to alert police to the active shooter's location
- If you cannot speak, leave the line open and allow the dispatcher to listen

2. EVACUATE. The administrator will make the decision to evacuate, if there is an accessible escape path.

- Staff and students will report to the Thomas E. Shaw School of Excellence (primary evacuation location) or Clarksdale High School (secondary evacuation location), if the primary location is not feasible.
- Staff and students will evacuate regardless of whether others agree to follow.
- Staff and students will leave their belongings behind.
- Help others escape, if possible.
- Prevent individuals from entering an area where the active shooter may be.
- Keep your hands visible.
- Follow the instructions of any police officers.
- Do not attempt to move wounded people.
- Call 911 when it is safe.

3. TAKE ACTION. Take action against the active shooter **AS A LAST RESORT**, and only when your life is in imminent danger.

- Attempt to disrupt and/or incapacitate the active shooter
- Act as aggressively as possible against him/her
- Throw items and improvised weapons
- Yell
- Commit to your actions

VIOLENT INCIDENT / AGGRESSIVE PERSON



Signal: There is a violent incident occurring on our campus.
Teachers, please keep all students in your room and lock the doors.
Move students to a safe area within the room.
Other staff members quickly move to a secured area. (REPEAT THREE TIMES)

PROCEDURE:

- If administrators or staff members sense a problem, the thumbs-up signal will be given.
- Staff members or students involved will return the same signal if everything is okay.
- Staff or students involved will use their index finger to indicate trouble.
- Staff or students not involved will notify the office of trouble.
- Principal will decide to call the police department for assistance.
- Principal or front office personnel will give the signal over the public address system.
- Teachers will lock all doors and move students to a secure area within the room.

TEMPORARY LOSS OF POWER

PROCEDURE:

- The Principal will contact the Central Office, who in turn will contact the Power Company.
- The Principal will maintain a sufficient number (3) of flashlights on each wing.
- The Principal will inform designated personnel of the need to issue flashlights.
- Teachers and students will remain in their classrooms. All movement should stop until further instructions are provided.
- Teachers will check roll and notify the principal of any missing students.
- The Transportation Director will notify bus drivers if evacuation becomes necessary.
- After consulting with the Power Company and Central Office, the Principal will determine whether evacuation to the Coahoma County Expo Building is necessary if power cannot be restored safely.
- If evacuation is necessary, teachers will carry their roll books and escort students to the predetermined location using Fire Drill procedures.
- The Secretary will take student sign-out sheets for off-site student release.
- The Principal will make the decision to re-enter the building after consulting with the Power Company, law enforcement, and Central Office personnel.

FIRE DRILL

Signal: There is a fire in the building. Please follow fire evacuation procedures. (REPEAT THREE TIMES)

PROCEDURE:

- Give the signal over the public address system. This will implement the evacuation procedure.
- Call 911
- Evacuate immediately through the nearest safe exit
- Exiting Plan

CAFETERIA

Teachers and students in the cafeteria will exit through the double doors of the cafeteria and out the front doors of the building and proceed to the teacher parking lot.

THE FOLLOWING PEOPLE WILL BE RESPONSIBLE FOR MAKING SURE BATHROOMS AND CLASSROOMS ARE CLEAR:

- Vernita Burnett - Office, Library
- Birley Gipson - Cafeteria/100 wing
- Officer Mitchell - 200 Wing
- Officer Haynes - 300 & 400 Wing

GYM

Individuals in the gym will exit the gym's back door.

LIBRARY & 146

Individuals in these areas will exit the front door.

ROOMS 201 -203, 311-312 & 300 RESTROOMS

Individuals in these areas will exit the front door.

OFFICE, 108, 401, 402, 412, 413, 414

Individuals in these areas will exit the rear Common's door.

ROOMS 204-211, 301-310, 403-411

Individuals in these areas will exit the hallway end door.

100 WING

Individuals in this area will exit the side door to the student parking lot area.

All staff should remember that an alternate route may need to be used in case the designated route is blocked. If the designated route is blocked, teachers and students will exit through the rear of the cafeteria.

- Teachers will follow students out and stay with students.
- Teachers will call roll and report missing students to the principal.
- The Secretary will notify the Central Office.
- Students and staff will not return to the building until the principal gives the ok.
- Principal will meet with the Crisis Management Team to assess drill and document.
- Principal will be responsible for conducting at least (10) ten drills during the school year.

TORNADO DRILL

Signal: This is a tornado emergency. Please proceed to designated safe areas. (REPEAT THREE TIMES)

DEFINITIONS:

Tornado Watch means that weather conditions are such that a tornado may develop.

Tornado Warning means that a tornado has been formed and sighted.

PROCEDURE:

- During severe weather the principal should review emergency procedures for his or her site.
- During severe weather, the principal should monitor appropriate weather radio systems.
- Give the signal over the public address system.
- Teachers should move any students outside to the inside.
- Teachers located on the second floor of any building should escort students to the first floor.
- Teacher(s) in the gym should escort students to the hallways ONLY if movement is possible. If movement is not possible, the teacher(s) should escort students to the dressing rooms or to the ISS room away from the windows.
- Teachers in the Cafeteria should escort students and cafeteria workers to the hallway if movement is possible. If movement is not possible, teachers and cafeteria workers should line students up on the floor near the wall.
- Teachers should check roll and notify the principal if someone is missing.
- Students in the hallways should be seated on the floor with their backs to corridor walls.
- When instructed, students will assume the crouched position with their hands on top of their heads.
- When the all clear signal is given, teachers should escort students back to class or to the designated off campus site.
- Secretarial staff will take sign-out sheets to the off-site location for student release.
- Teachers should take sign-out sheets from their roll books to release students. Teachers must turn in the students' release sign-out sheets to the secretarial staff.

BOMB THREAT

Signal: We are conducting a Bomb search. Please follow evacuation procedures. (REPEAT THREE TIMES)

PROCEDURE:

- Keep the caller on line as long as possible.
- Have someone else notify the principal.
- Keep calm and share information with only the principal.
- Ask questions on the bomb threat checklist.
- The principal will notify the Central Office.
- The Principal will make the decision to evacuate the building.
- Make the Evacuate announcement over the public address system.
- Teachers should escort students from the building (300 or more feet, if possible).
- Teachers should check the roll and notify the principal of missing students.
- Secretary will take sign-out sheets if needed for off-site student release to designated areas.
- If necessary, a search of the building will be conducted by principal, police, and fire department personnel.
- The Principal will decide if it is safe to re-enter the building after consulting with police/fire personnel.

CLARKSDALE MUNICIPAL SCHOOL DISTRICT

APPENDIX A

BOMB THREAT CALL PROCEDURE

(FRONT SIDE OF YELLOW CARD)

⚠ IMPORTANT: DO NOT GIVE YOUR NAME TO THE CALLER ⚠

The yellow call procedure and checklist cards are available from CMSD Administrative Offices.
Remain calm. Keep the caller on the line as long as possible. Ask questions and document responses immediately.

PART I – BOMB THREAT CALL INFORMATION

QUESTION	CALLER RESPONSE / NOTES
1. When is the bomb going to explode?	
2. Where is the bomb right now?	
3. What does the bomb look like?	
4. What kind of bomb is it? What will cause it to explode?	
5. Did you place the bomb?	☐ Yes ☐ No
If No, who did?	
Why was the bomb placed?	
6. What is your name?	
7. What is your address?	
Sex of Caller	
Approximate Age	
Race / Ethnicity Description	
Length of Call	

PART II – CALLER VOICE CHARACTERISTICS

(CHECK ALL THAT APPLY)

VOICE CHARACTERISTICS	OBSERVED	VOICE CHARACTERISTICS	OBSERVED
Calm	☐	Laughing	☐
Angry	☐	Crying	☐
Excited	☐	Normal	☐
Slow	☐	Distinct	☐
Rapid	☐	Slurred	☐
Soft	☐	Nasal	☐
Loud	☐	Stutter	☐
Cracking Voice	☐	Lisp	☐
Raspy	☐	Accent	☐
Deep	☐	Familiar Voice	☐
Ragged	☐	Clearing Throat	☐
Heavy Breathing	☐	Disguised	☐

IF VOICE WAS FAMILIAR, WHO DID IT SOUND LIKE?

PART III – BACKGROUND SOUNDS

(CHECK ALL THAT APPLY)

BACKGROUND NOISE	OBSERVED	BACKGROUND NOISE	OBSERVED
Street Noises	☐	House Noises	☐
Factory Machinery	☐	Crockery / Dishes	☐
Motor / Vehicle Sounds	☐	Animal Noises	☐
Voices	☐	Music	☐
Office Machinery	☐	PA System	☐
Clear Line	☐	Static	☐
Local Call	☐	Long Distance	☐
Phone Booth	☐	Other	☐

OTHER SOUNDS / OBSERVATIONS

PART IV – THREAT LANGUAGE

(CHECK ALL THAT APPLY)

THREAT LANGUAGE CHARACTERISTICS	OBSERVED
Well Spoken / Educated	☐
Foul Language	☐
Incoherent	☐
Taped Message	☐
Irrational Statements	☐
Message Read by Caller	☐

REMARKS / ADDITIONAL INFORMATION

DETAILED REMARKS / NOTES

⚠ IMMEDIATELY REPORT THE CALL TO THE PRINCIPAL / DESIGNEE ⚠

Complete this checklist immediately following a bomb threat call and submit to the Principal/Designee.

INCIDENT DOCUMENTATION

FIELD	INFORMATION	FIELD	INFORMATION
Date: ____/____/____		Location	
Time Received		Employee Name	
Phone Number Receiving Call		Position/Title	

DEATH OF A STAFF MEMBER/ STUDENT AT SCHOOL

Signal: None

PROCEDURE:

- Principal will call 911.
- Secretary will notify the superintendent's office.
- If necessary, the local crisis team will meet.
- Principal will notify the deceased person's next of kin.
- The principal will inform the superintendent/designee of all information concerning the death.
- Issues regarding confidential ity and students' right to privacy will be maintained.
- The Safety Resource Officer will secure the area and clear the hallways of students.
- The Safety Resource Officer will evacuate the immediate area, segregate witnesses, and protect the scene.
- Custodians will clean the affected area or classroom.
- The Principal will consult with the superintendent about dismissing the school.
- Principal will arrange for a Grief Counselor to be present when school resumes.

INTRUDER

Signal: There is an intruder in the building. Teachers, please keep your students in your room and lock the doors. Move students to a safe area within the room. Other staff members quickly move to a secured area. (REPEAT THREE TIMES)

Definition: An intruder is an individual who has not followed established visitor procedure. Any school personnel who observe a visitor in the building or on school campus without a visitor's badge should inform the principal's office. The Principal/Safety Resource Officer will determine if it is a serious situation.

GENERAL PROCEDURE:

- Staff should stop the stranger.
- Inquire as to their business in building/campus.
- Direct stranger to the office.
- If the stranger refuses to cooperate, contact the principal's office.

EMERGENCY PROCEDURE:

- Personnel should call 911 and stay on the line as long as possible or until law enforcement arrives.
- Secretary/office personnel will give the signal over the public address system.
- Teachers will account for all students. Place the name(s) of missing students on an index card.
- Teachers should check the classroom door to make sure that it is locked from the outside in.
- Teachers and students should move away from the door and sit quietly.
- Teachers will place a red card under the door if a student is injured (A special red card issued to all teachers).
- Teacher will place a green card under the door if all students are accounted for and ok (A special green card issued to all teachers).
- Teachers on the outside should escort students to the nearest classroom.
- Principal will notify the Central Office.
- All doors should remain closed and locked until the all-clear signal is given or other instructions are forthcoming.

MISSING STUDENT

(ONLY IF A STUDENT IS NOT ACCOUNTED FOR DURING THE SCHOOL DAY)

PROCEDURE:

- All teachers will accurately record attendance in the school attendance package.

- If a student was present in a previous class but is not present in the current class, the current teacher will report the absence to the school secretary.

- If a student is given permission to leave a teacher's classroom, he must have a hall pass stating the time and place of departure, intended destination, and the teacher's signature. The teacher will monitor the time and notify the office or school resource officer if the student is gone from class for an extended period of time.

HOSTAGE

PROCEDURES:

- Call 911 and stay on line as long as possible.
- Announce Code Blue over intercom.
- Notify the Central Office immediately.
- Teachers should lock classroom doors, move students away from doors, and glass windows.
- Teachers outdoors or outside of the classroom should be notified to report to the nearest safe classroom.
- Teachers should check roll and list the names of missing student(s) on index cards.
- Teachers and students should sit quietly in their classroom until a clear signal is given from the office.

IF TAKEN HOSTAGE:

- Get word to the office.
- If possible, remove students from the area.
- Do not try to disarm the intruder.
- Keep Calm and keep your students calm as possible.
- Direct students to be quiet and sit away from the intruder.

EARTHQUAKE

Signal: This is an earthquake emergency. Please execute earthquake safety procedures. (REPEAT THREE TIMES)

PROCEDURE:

- Students and staff should stay put until tremors stop and the all clear signal is given from the office.
- Students and staff should duck and cover until tremors stop.
- Students and staff should take cover under desks and tables against inside walls, or under doorways.
- Students and staff should be on alert for possible aftershocks.
- Custodial staff will shut off any electrical or gas operated appliances.
- If evacuation is necessary, staff and students will evacuate using fire evacuation procedures.
- Students should avoid overhead wires and utility poles.
- Teachers should check roll and report missing students to the principal.
- Secretary should take sign-out sheets, if needed for off-site student release designated areas.
- Unattached students should report to the nearest teacher. Teachers should report additional students to the principal.
- The principal will make the decision to re-enter the building.

OFF-PROPERTY HAZARDOUS MATERIALS RELEASE

PROCEDURES:

1. Call 911. Make sure the 911 operator understands that there is a hazardous materials emergency. If possible, stay on the line until you are instructed to disconnect by the 911 operator.
2. The Principal will initiate a shelter in-place plan. The alert signal will be announced via technology.
3. Tune into the emergency radio system regarding any type of emergency situation.
4. The principal will notify the superintendent's office who will immediately notify the proper departments.
5. Close all windows and doors. Stay in the building. Disable heating, ventilating, and air conditioning, including the exhaust system in the kitchen.
6. Do not proceed outside unless directed. If required, take action to evacuate the building and if necessary, the school site. Stay upwind of the hazardous material.
7. Transfer of school-site must be approved, in advance, by the superintendent/designee or local authority having jurisdiction (i.e., fire department, civil defense, and law enforcement).
8. The off campus alternative site for student transfer is as follows: Coahoma County Expo Center, 1151 Walnut Drive. Parents will be notified of the reunification locations in the event of an emergency.
9. If evacuation becomes necessary, each teacher should call roll to account for students under his or her supervision and report missing students to the Principal.
10. First aid providers will render first aid if necessary.
11. Do not approach a hazardous material area until a positive identification of material has been made.
12. The site of a hazardous materials incident is to be isolated to the extent necessary as soon as possible.
13. If positive identification of the material cannot be made, assume the material to be dangerous.
14. The fire chief will be the on-scene commander during a hazardous material incident.
15. The fire chief will notify other emergency agencies and the Coahoma County emergency management director.
16. The principal will determine if evacuation is necessary. If so, initiate the evacuation procedures immediately.
17. Keep all people upwind to avoid smoke, fumes, and dust.
18. The Principal will document actions and decisions concerning hazardous materials incident.

WITHIN THE FACILITY HAZARDOUS MATERIALS RELEASE

PROCEDURE:

1. Attempt to identify the chemical. Call 911. Make sure the 911 operator understands that there is a hazardous materials emergency. If possible, stay on the line until you are instructed to disconnect by the 911 operator.
2. Notify the National Response Center 1-800-424-8802.
3. The principal will initiate an evacuation plan, if necessary. The Alert Signal will be announced via technology.
4. If necessary, evacuate the school site.
5. The Principal will notify the Superintendent's Office who will immediately notify the proper departments.
6. Transfer of school-site must be approved, in advance, by the Superintendent/designee or local authority having jurisdiction (i.e., fire department, civil defense, and law enforcement).
7. Off campus alternative site: Coahoma County Expo located at 1151 Wildcat Drive. Parents will be notified of the reunification location in the event of an emergency.
8. If evacuation becomes necessary, each teacher should call roll to account for students under his or her supervision and report missing students to the principal.
9. Secretarial staff will take enrollment cards and sign-out sheets for off-site student release.
10. The building shall not be re-entered until authorization is given by the Fire Department.
11. First aid providers will render first aid if necessary.
12. The Principal will document actions and decisions concerning hazardous materials incidents.

EXPLOSION

PROCEDURE:

- The principal will determine if the explosion endangers the school.
- The principal will call 911.
- Give the fire signal over the public address system.
- Teachers should escort students at least 1000 feet from the building. ALL wings should report to the off campus designated area.
- Principal will notify the Central Office.
- Secretary will take sign-out sheets if needed for the off-site student release designated area.
- Teachers will check the class roll and notify the principal who will make the decision for students and staff to re-enter the building. If possible, the principal should seek advice from the police/ fire departments.
- In case of inclement weather, the principal will notify the transportation department of the need for buses to transport students/ staff to a predetermined location. The predetermined location is the Thomas E. Shaw Building. The Superintendent/ Designee must be informed prior to moving students/staff to a predetermined location.

FLOOD

PROCEDURE:

- Superintendent will remain in constant contact with Civil Defense/Emergency Management to determine severity and if evacuation is necessary.
- Transportation director will make sure all buses are fueled and available if evacuation becomes necessary.
- Principal will stay in contact with the police department and Superintendent.
- If ordered to evacuate, students and staff will be loaded onto buses as quickly as possible.
- Custodial/Maintenance staff will be responsible for shutting off electricity.
- The following personnel will be responsible for checking the building to make sure all students and staff have been removed.

	**Dr. Vernita Burnett** – Office
	**Birley Gipson** – 100 Wing & Cafeteria
	**Officer Mitchell** – 200 & 300 Wing
	**Officer Johnson** – 400 Wing

OFF SITE STUDENT RELEASE AREAS

BOMB SEARCH/FIRE DRILLS

(ONLY IF WE ARE REQUIRED TO MOVE FURTHER FROM THE DESIGNATED AREAS)

Gym

Individuals in the gym will exit the gym's back door and move to the Baseball Field.

100 Wing

Individuals in these areas will exit the side door and move to the baseball field.

200/300 Wing

Individuals in these areas will exit the front door if in the first half of the hallway and the side door if in the second half of the hallway. Students will head to the expo parking lot.

400 Wing

Individuals in these areas will exit the back door of their hall and move to the football field.

Cafeteria

Teachers and students in the cafeteria will exit through the side doors of the cafeteria and out the front doors of the building and proceed to the expo parking lot.

EMERGENCY EVACUATION LOCATIONS & VIEWS

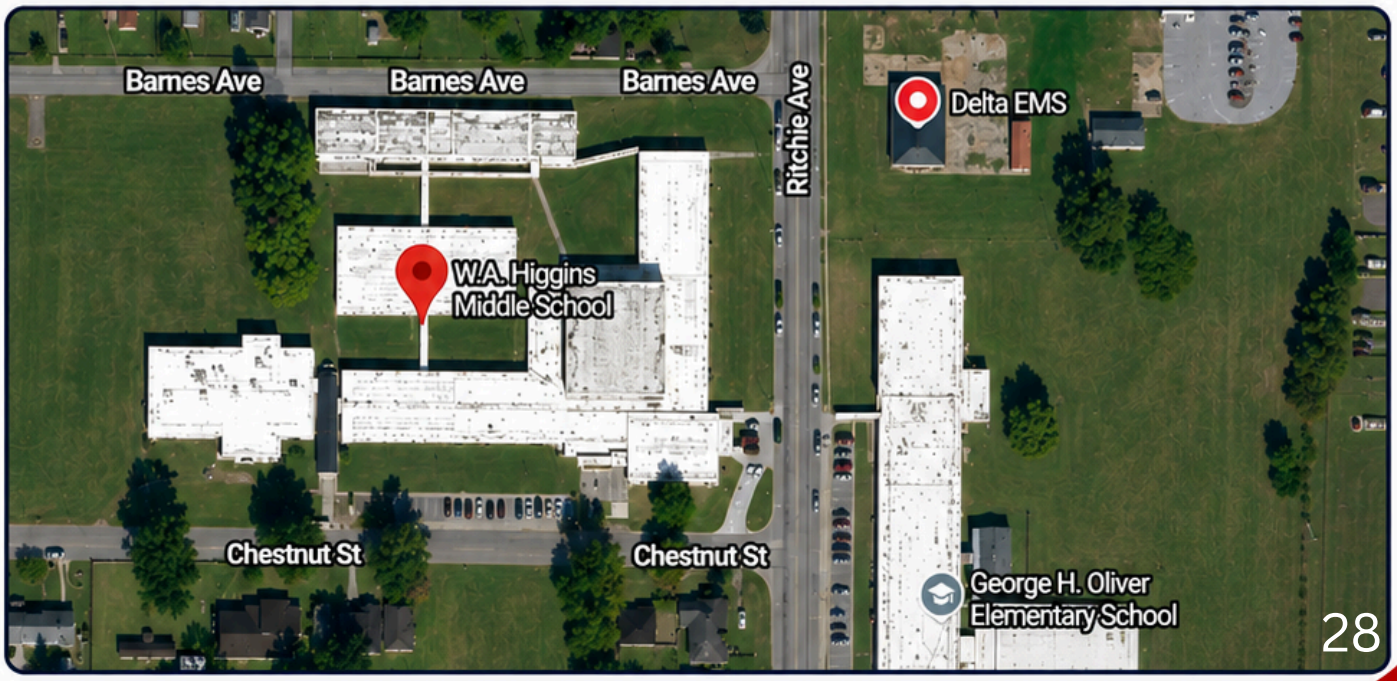
The expo building parking lot will serve as an evacuation site as well as the football stadium and the baseball stadium.



EMERGENCY REUNIFICATION LOCATIONS & VIEWS

Oakhurst Intermediate Academy (located at 120 W. Second Street) will serve as our primary reunification location and W.A. Higgins Middle School (located at 1749 Chestnut Street) will serve as our secondary reunification location.





CLOSING

The safety and well-being of our students and staff is our highest priority. This Crisis Manual has been developed to provide clear procedures and guidance during emergencies. By working together, staying informed, and following the protocols outlined in this manual, we can help ensure a safe environment for everyone on our campus.

We are stronger when we are prepared. Knowledge, communication, and teamwork are the keys to effectively managing a crisis and protecting the Clarksdale High School family.

Thank you to all students, staff, and community partners for your commitment to safety and for doing your part to make CHS a safe place to learn, grow, and thrive.

REMEMBER:

- ★ Stay calm and follow directions from school officials and emergency personnel.
- ★ Report suspicious activity or safety concerns immediately.
- ★ Know your evacuation routes and designated release areas.
- ★ Communicate clearly and accurately during emergencies.
- ★ Care for yourself and others. We are better together.
- ★ Be prepared. Be aware. Be CHS.

TOGETHER, WE CAN PREPARE, RESPOND, AND RECOVER.

CLARKSDALE HIGH SCHOOL STRONG.