

IN AN EMERGENCY TAKE ACTION



HOLD! In Your Room or Area. Clear the Halls.

STUDENTS

- Clear the hallways and remain in room or area until the "All Clear" is announced
- Do business as usual

ADULTS

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE! Get Inside. Lock Outside Doors.

STUDENTS

- Return to inside of building
- Do business as usual

ADULTS

- Bring everyone indoors
- Lock outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN! Locks, Lights, Out of Sight.

STUDENTS

- Move out of sight
- Maintain silence
- Do not open the door

ADULTS

- Recover students from hallways if possible
- Lock the classroom door
- Turn out the lights
- Move out of sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend



EVACUATE!

STUDENTS

- Leave stuff behind if required to
- If possible, bring your phone
- Follow instructions

ADULTS

- Lead students to evacuation location
- Account for students and adults
- Notify if missing, extra, or injured students or adults



SHELTER! Hazard and Safety Strategy

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

- Tornado
- Hazmat
- Earthquake

Safety Strategy

- Evacuate to shelter area
- Seal the room
- Drop, cover, and hold

ADULTS

- Lead safety strategy
- Account for students and adults
- Notify if missing, extra, or injured students or adults