Section 2: Emergency Procedures

Emergency Procedures

Details of emergency schedule changes, such as late start, canceled school day, or early dismissal due to inclement weather or other unforeseen circumstances can be found on our School Delays & Cancelations page.

Emergency Procedures Staff Training Video and Resources

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Use of Emergency Radios

Daily Schedule

Staff with assigned district two-way radios should turn their radios “ON” upon arrival and use throughout the day, then turn “OFF” and place in charger for overnight charging when each staff member leaves.

Radio Basics

- Turning on: The shorter knob on top of radio is ON/OFF and VOLUME CONTROL.
- Transmitting: Largest button on side of radio is PUSH-TO-TALK. Press the PUSH-TO-TALK (PTT) to talk, and release to listen. When transmitting, wait for the “Talk Permit Tone” before speaking.
- Charging: Turn OFF radio before inserting into charger. Light on charger base turns: RED when recharging. YELLOW when re-conditioning (drains battery and recharges it), and GREEN when fully charged

Accessing Your Building’s Designated ZONE

1. Press “P1” button.
2. Use arrow keys to highlight your Building Designated Zone.
3. Press “OK/MENU” button to select the Zone highlighted.
4. Press the “HOME/BACK” button to return to Home Screen.

Selecting a Talk Group

Turn Talk Group Selection knob (the taller of the two knobs) until the display indicates the desired Talk Group. Note: When the radio is turned OFF, it will return to the last Zone and Talk Group selected when it is turned back ON.

Non-Emergency Talk Group for High Schools

Use your building’s ADMIN or CUSTODIAL Talk Group, depending on job function.
For example, Shorecrest would use “SC ADMIN” or “SC CUSTODIAL”

Non-Emergency Talk Group for All Other Schools

Use your building’s OPS talk group. For example, Brookside would use “BKS OPS.”

“Selective Calling Feature”

Two-way radios allow an individual to hold a private conversation with another user, which is known as “Selective Calling.” This feature may be particularly useful during an emergency, when specific staff need to communicate important information with select individuals at their site.
Instructions for Selective Calling:

3500 Selective Calling

7550 Selective Calling

Emergency Talk Group

- Turn Talk Group Selection knob on the top of the radio until display reads “EMERGENCY”
- This Talk Group is monitored by the Superintendent’s office, Transportation, and the District Communications Systems Specialist.

The EMERGENCY talkgroup is meant to be used to contact the Superintendent's office during an emergency when other normal means of communication (i.e., land line and cell phones) are unavailable. During a normal school day, it is constantly monitored by the Superintendent's office, the Transportation Dispatchers, and the Communications Technology Specialist.

The EMERGENCY talkgroup utilizes the radio repeaters located at Shorecrest and Shorewood. There are five schools whose radios have difficulty reaching the repeaters while INSIDE their buildings due to the surrounding topology, construction materials used in their school, etc.Those schools are: Aldercrest, Brookside, Lake Forest Park, Parkwood and Syre. Because of this, we have installed local link radios at those five schools that utilize the district's data network to tie into the EMERGENCY talkgroup.

Each one of those five schools has a dedicated local emergency link talkgroup. They are: AC EMERG, BKS EMERG, LFP EMERG, PW EMERG, and SY EMERG. Those schools should use their local emergency link talkgroup when attempting to contact the Superintendent's office in an emergency when normal means of communications are not available. All other sites in the district should use the normal EMERGENCY talkgroup.

Remember that the local emergency link talkgroups utilize the district's data network and require local power to operate. In a large-scale disaster it is entirely possible that the fiber that connects our schools to the Shoreline Center may be damaged or that there will be no local power (utility or generator) at a school. This would make the local emergency link talkgroup at a particular site unusable. In that case, the solution is to switch over to the normal EMERGENCY talkgroup and use that instead. The radio user will most likely need to go OUTSIDE in order to obtain sufficient reception to reach the repeaters.

Bomb or Suspicious Device

CAUTION! DO NOT MOVE ANY SUSPICIOUS DEVICE!
KEEP ALL STUDENTS AND STAFF AWAY FROM SUSPICIOUS DEVICES!

School Resources

- Bomb Threat Report
- Building Plan, by Floor
- Shelter Plan

Community Resources

- Law Enforcement
- Fire Department
- Rescue/Ambulance

Response Actions

☐ Upon receipt of a bomb threat by telephone, use the Bomb Threat Checklist and Report form (section 3) to write down information from the caller.

☐ Make every effort to:
  - ☐ Determine if caller implies an immediate threat, if yes, call 9-9-1-1.
  - ☐ Prolong the conversation as much as possible.
  - ☐ Identify background noises.
  - ☐ Note distinguishing voice characteristics.
  - ☐ Question caller about description of bomb, its placement, and when it is due to explode.
  - ☐ Try to determine caller's knowledge of facility.
  - ☐ Note time of call.
  - ☐ Inform principal/site manager or designee of the threat.
  - ☐ Complete Bomb Threat Report (should be located under telephone).

☐ Review information provided by individual who received the threat.

☐ Make decision whether or not to evacuate the facility.

☐ Personal backpacks should be left in building.

☐ Doors should be locked.

☐ Notify Superintendent's Office at 206-393-4203 (extension 4203) or on EMERGENCY radio talk group

☐ Implement Incident Command System.

☐ If building is to be evacuated, it should be handled like when a fire alarm goes off, but do not use the fire alarm to notify the building to evacuate.

☐ Have staff assist in guiding all students and personnel away from the designated location of threat.

☐ If a decision to search is made, place prearranged search procedure into action. Have a checklist of building rooms and spaces available (fire evacuation plan) so that all areas are checked.

☐ Maintain an Incident Command Post where a phone checklist is kept.

☐ When police arrive:
  - ☐ Advise Police of situation and follow their instructions.
  - ☐ Police will notify Fire Department/Bomb Squad if necessary.
  - ☐ Turn control of building over to the Police/Fire Incident Commander.
  - ☐ Upon review of conditions, police officials will determine when control of the building, or part of the building, will be returned to school officials.

☐ In consultation with Superintendent's Office and Incident Command Officials, determine whether to resume building operations or activate Shelter Plan or School Cancellation Plan.

☐ Notify staff and students of Plan.

☐ Develop and implement a Community Notification Plan.

Related Response Emergencies

- Explosion
- Medical Emergency
- Multiple Casualty Incident

Civil Disturbance/Hostile Acts

School Resources

- Lock Out and Lock Down Procedures
- Shelter in Place Procedure

Community Resources

- Law Enforcement
- City Emergency Management

Response Actions

- ☐ Upon first report of any actual or potential civil disturbance, assess the situation as follows:
  - ☐ Where is the disturbance occurring? (Specific location)
  - ☐ When did it begin?
  - ☐ How many people are actually involved?
  - ☐ What is taking place?
  - ☐ Has any actual violence occurred at this time? Are there any injuries?
  - ☐ What is the purpose or intentions of the group?
  - ☐ Are the identities of participants known? Are there any weapons involved?
- ☐ **Call 9-1-1** to notify Emergency Response.
- ☐ If possible attempt to clear bystanders away from the immediate area of the incident.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group
- ☐ Consult with Police, Superintendent's Office, and the school Safety Team and other appropriate parties prior to resuming normal operations of school.

Related Response Emergencies

- Hostage Situation
- Medical Emergency
- Multiple Casualty Incident

Earthquake

Actions DURING an Earthquake

- ☐ If indoors, stay indoors.
- ☐ DROP, COVER, AND HOLD ON TO SOMETHING STABLE.
    - ☐ Crawl under sturdy furniture.
    - ☐ If possible, move to an inside wall or doorway.
    - ☐ Stay away from windows and glass.
    - ☐ Position your back toward glass and cover your eyes.
- ☐ Do not use candles, matches, or any open flame.
- ☐ Do not run through or near buildings where debris could fall on you.
- ☐ If outside, stay in the open. Keep away from buildings, trees, and electrical wires.
- ☐ If in a moving car, stop. Stay inside until the shaking stops.

Evacuation should NEVER be automatic:

There may be more danger *outside* your building or facility than there is inside.

Should evacuation be NECESSARY:

- ☐ There may be no safe assembly area outside. There may be no clear routes to get outside, and alternate routes may need to be cleared.
- ☐ The lighting inside your building or room will probably be out - it may be dark.
- ☐ Before any decision is made to vacate all or part of a school, someone must find out if there is a:
    - ☐ Safe route out
    - ☐ AND Safe place to assemble the students outside
- ☐ Inspect exits to make sure there is no debris hanging over exits.
- ☐ Evacuate cautiously – aftershocks can collapse a weakened structure. Remember, aftershocks, if they occur, usually occur within a few minutes of the initial shock.
- ☐ Keep students in groups and under control.
- ☐ Take attendance to make sure NO ONE is missing.
- ☐ Refer to the “valve shut-off” locator chart posted in the building to shut off utilities. DO NOT TURN OFF natural gas valve unless the smell of gas is evident.
- ☐ Remain calm.
- ☐ Assess your situation.
- ☐ Notify Superintendent’s Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk groupl of the situation in your school and possible need for assistance.

Actions BEFORE an Earthquake (NOW): survey your school with evacuation in mind.

Look for potential post-earthquake hazards INSIDE the building:

- ☐ Suspended ceilings
- ☐ Hanging light fixtures
- ☐ Large windows (either exterior or interior) not protected against shattering
- ☐ Tall bookcases or cabinets that may topple because they are not bolted to the wall
- ☐ Classroom equipment such as computers, TVs, VCRs, stereos, and slide projectors
- ☐ Stairwells

- ☐ Storage areas for cleaning, painting, or other hazardous materials
- ☐ Science labs, especially chemistry
- ☐ Shop areas
- ☐ Places where the main gas supply or electric current enters the building

Designate evacuation routes that avoid as many of the above potential hazards as possible.

- ☐ In addition, decide on alternate routes to your main routes.
- ☐ Consider students with disabilities as you think about your evacuation routes.

Look for potential post-earthquake evacuation hazards OUTSIDE the building:

- ☐ Power lines
- ☐ Trees
- ☐ Areas near buildings that may have debris fall on them — parapets, roof tiles, chimneys, glass
- ☐ Routes past concrete block walls
- ☐ Covered walkways
- ☐ Places under which large gas main pipes run
- ☐ Areas near chain link fences (which can be electric shock hazard if touched by live wires)
- ☐ Hazardous materials storage areas

Make sure staff knows what to do and where to go if the students are already outside the facility when the earthquake happens.

Everyone should be informed about evacuation plans:

- ☐ Once routes and assembly areas have been chosen, make floor plans and maps and distribute to all staff.
- ☐ Inform all personnel and students about the plans made and the routes chosen.
- ☐ Have all substitute teachers review the plan before starting each class.
- ☐ Make clear: a post-earthquake evacuation route differs from a fire evacuation route; AND alternate routes may need to be used.
- ☐ Include all students and staff with disabilities in the drills and exercises.
- ☐ Hold drills and exercises according to drill schedule; practice alternate routes.
- ☐ Evaluate your drills and exercises and make changes as necessary.

Designate open areas outside that are:

- ☐ Without overhead hazards and removed from potential danger spots; assembly areas should be as close to the facility as is safe so that students and staff have easy access to bathrooms, phones, and the student release point.
- ☐ Choose an off-campus spot such as a park for back-up.
- ☐ Designate who will have the responsibility to assess conditions after an earthquake and report findings to administration and co-workers.

Post-Earthquake Evacuation Checklist for School Administration

Actions AFTER an Earthquake: gather information and make decisions.

ADMINISTRATORS:

- ☐ Assess the situation — inside and outside.
- ☐ Decide whether to evacuate all or parts of buildings.
- ☐ Choose the route(s) and the assembly place.
- ☐ Communicate directions to all teachers.

Post-Earthquake Evacuation Checklist for Teachers

Actions AFTER an Earthquake: gather information and make decisions.

TEACHERS:

- ☐ Do NOT automatically rush your class into the corridor or outside the building.
- ☐ Wait to hear instructions from an administrator (in circumstances in which you wait a long time without hearing anything, you will have to make decisions yourself).
- ☐ If you are in an unsafe classroom (e.g., the ceiling has collapsed, wires are crackling, broken glass or chemicals are all over the floor, you smell gas or smoke), you will want to leave. BUT you must inspect for damage or additional hazards BEFORE you move to safety.
- ☐ Have another teacher watch your students while you find the best way to evacuate and the safest place to go. You may not need to go outside to the assembly area, but merely move from one inside room to another.
- ☐ Account for all your students before you leave the classroom.
    - ☐ If the classroom damage forces your class to evacuate, take injured students with you ONLY if moving them will not cause further injury.
    - ☐ If you must leave an injured student, try to protect the student from items that might fall during aftershocks. Post a large, visible sign indicating the student is there.
    - ☐ The lights will probably be out, and it may be dark. ALWAYS have a flashlight and extra batteries that work or a charged cell phone with flashlight feature.
- ☐ Be alert as you lead students down stairwells or corridors to anything (e.g., dangling lights, ceiling struts, broken glass, slippery floors) that could hurt them or you.
    - ☐ In an aftershock, everyone should duck and cover until the shaking stops.
- ☐ Once you get to a safe location, communicate your whereabouts to the administrator by whatever methods have been specified in your plan — sending a runner, using a walkie-talkie, or (if it is safe) returning to your classroom to post a note on the door.

Evacuation

In an emergency, it may be necessary to evacuate students from a school. Principals must prepare an evacuation plan for their school and carry out evacuation drills in accordance with the Shoreline Schools Monthly Drill Schedule.

Actions DURING an Evacuation

- ☐ Principal or designee initiates evacuation procedures and determines if evacuation location is the Student Assembly Area or School's Safe Location. Or if it is determined by the Superintendent Office that students will be relocated to a designated Parent-Student Reunification Site.
- ☐ An assigned staff member shall assist physically impaired occupants to evacuate or shelter-in-place as appropriate. Refer to: "Key Evacuation Considerations for Students with Disabilities & Other Special Needs" (in Emergency Procedures).
- ☐ Evacuation routes may be specified according to the type of emergency. The routes may need to change for safety reasons.

Bombs

- ☐ Principal or designee notifies staff of evacuation route dictated by known or suspected location of a device. (Do not use fire alarm, cell phones or radios to notify. These devices may activate a device. Notify staff via phone system, hardwired PA system or messenger.)

Fire

- ☐ Follow primary routes unless blocked by smoke or fire. Know the alternate route.

Chemical spill

- ☐ Total avoidance of hazardous materials is necessary as fumes can overcome people in seconds. Plan route accordingly.
- ☐ Teachers take class rosters.
- ☐ When possible, turn out lights and lock classroom doors when leaving.
- ☐ When outside the building, account for all students.
- ☐ Immediately inform Principal or designee of any missing student(s).

Actions DURING Relocation

- ☐ Superintendent's Office determines whether students and staff should be evacuated to the School's Safe Location or a designated Parent-Student Reunification Site.
- ☐ Superintendent's Office or designee notifies the School's Safe Location.
- ☐ If necessary, the Superintendent's Office coordinates transportation to the Parent-Student Reunification Site.
- ☐ Teachers stay with class enroute to the School's Safe Location and take attendance upon arriving at the center.
- ☐ Use Student Release Forms for students who are picked up from either the School's Safe Location or the Parent-Student Reunification Site.

Identifying Evacuation/Reunification Sites

List the on-site evacuation location and primary and secondary off-site safe spaces (which may be used for reunification). The on-site location is usually a field or parking lot. The off-site location(s) is typically a nearby park, church, or open space. *Include maps and written directions to centers for staff reference in emergency materials.*

On-site Evacuation Location (name and address):

Off-site Evacuation Location(s) (name and address):

Explosion

School Resources

- Evacuation Procedure
- Use of Emergency Radios
- Medically Trained Staff

Community Resources

- Fire Department/EMS
- Law Enforcement
- City Emergency Management

Response Actions

- ☐ Immediately sound the building Fire Alarm.
- ☐ Evacuate the building in accordance with building Fire Evacuation Plan.
- ☐ Notify emergency response agencies (call 9-1-1).
- ☐ Establish an Incident Command Post at a safe location.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ If damage or injury has been sustained, refer to Multiple Casualty Incident procedures page.
- ☐ Provide Fire and EMT Responders with information about locations of injured persons, building damage, and special sources of hazard (e.g. hazardous materials, power supply locations).
- ☐ Follow instructions of emergency personnel on the scene.

Related Response Emergencies

- Bomb or Suspicious Device
- Civil Disturbance/Hostile Acts
- Earthquake (After)
- Fire or Fire Alarm
- Hazardous Material Spill – On Site
- Medical Emergency
- Multiple Casualty Incident
- Power Outage or Utility Disruption

Field Trip Emergency

School Resources

- School Emergency Plan

Community Resources

- Fire Department/EMS
- Law Enforcement

Response Actions

- ☐ Determine the nature of the emergency and the number of staff, students and others affected.
- ☐ Call 9-1-1 if necessary.
- ☐ Render first aid if necessary.
- ☐ Advise the appropriate supervisor of the incident; i.e. Building Principal, Transportation Director and Transportation Dispatch.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Complete Incident Reporting Form.
- ☐ Document all events, noting time, date, severity of injuries, names of injured persons, witnesses and emergency personnel, etc.
- ☐ Provide an incident report form to the school district as soon as possible.
- ☐ Contact parents of injured students, consistent with Medical Emergency Procedure.

RELATED RESPONSE EMERGENCIES

- Medical Emergency
- Multiple Casualty Incident
- School Bus Accident
- Vehicle Accident (Other than School Bus)

Fire or Fire Alarm

School Resources

- School Evacuation Plan
- Inclement Weather Procedures

Community Resources

- Fire Department/EMS
- Rescue/Ambulance
- Building Official and Fire Marshal
- Insurance Company Representative

Response Actions

- ☐ Upon detection of smoke or fire or a report of a fire, sound fire alarm immediately.
- ☐ Call 9-1-1.
- ☐ If alarm is activated from an unknown source, proceed as if there was an actual fire.
- ☐ Evacuate building using the established Fire Evacuation Plan.
- ☐ Investigate source of fire or alarm activation within scope of training.
    - ☐ Trained persons may use fire extinguishers to control small fires only if it can be done without injury to staff or others.
- ☐ Implement Building Emergency Plan.
- ☐ Establish an Incident Command Post at a safe location.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Complete Incident Reporting Form.
- ☐ If injury or damage has occurred, refer to Medical Emergency or Multiple Casualty Incident Procedures.
- ☐ Make recommendation on cancellation or resumption of routine school operations.
- ☐ Work in support of District Public Information Officer in the development of a Community Notification Plan.

Related Response Emergencies

- Explosion
- Hazardous Materials Incident – On Site
- Medical Emergency
- Multiple Casualty Incident
- Power Outage/Utility Disruption

Hazardous Material Spill (Off Site)

School Resources

- Evacuation Plan
- Shelter-In-Place Plan
- Weather-Related Incident Procedures

Community Resources

- Fire Department/EMS and Law Enforcement
- City Emergency Management
- Department of Ecology (DOE)

RESPONSE ACTIONS

- ☐ If contacted by local Fire Department or City, assess the hazard situation.
- ☐ In coordination with the Incident Commander, determine whether to implement Shelter Plan or Evacuation Plan procedures.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ If Shelter-In-Place is recommended, get students and staff (from outside) into the Shelter-In-Place location, close off all HVAC, and seal doors and windows with visqueen and duct tape.
- ☐ If Evacuation Plan is implemented, consider School Cancellation Plan, depending on time of day.
- ☐ When Incident Commander declares that it is safe, resume normal operations.

Related Response Emergencies

- Evacuation
- Fire or Fire Alarm
- Medical Emergency
- Multiple Casualty Incident
- Shelter in Place

Hazardous Material Spill (On Site)

School Resources

- Chemical Inventory and Material Safety Data Sheets (MSDS)
- Evacuation Plan
- Shelter-In-Place Plan

Community Resources

- Fire Department/EMS
- City Emergency Management
- Law Enforcement

Response Actions

- ☐ Upon detection or notification of a spill of any hazardous substance (including any petroleum product), notify Principal/Designee.
- ☐ Call 9-1-1.
- ☐ Evacuate building immediately if any danger sign is present such as fumes, vapors, odors or smoke.
- ☐ Remove and isolate persons who:
    - ☐ Are in the area of immediate release;
    - ☐ Have come in direct contact with the substance;
    - ☐ Exhibit symptoms of exposure (e.g., headache, dizziness, distress, fainting, skin rash, respiratory problems, blurred vision, weakness, sweating, etc.)
- ☐ First aid measures may be administered on affected individuals.
- ☐ Based on advice from the Fire Department, curtail or cease building operations. Evacuate if appropriate. Obtain MSDS if available (see school resources). Notify staff and students.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ In coordination with Incident Commander, implement Shelter or School Cancellation Plan.
- ☐ With assistance of Fire Department, determine the cause and extent of the incident.
- ☐ Follow recommendations of appropriate response agencies in respect to clean up and waste disposal.
- ☐ After consulting with Superintendent's Office and response agencies, determine when to resume normal operations.

Related Response Emergencies

- Explosion
- Fire or Fire Alarm
- Medical Emergency
- Multiple Casualty Incident

Hostage Situation

School Resources

- Lock Down Procedures
- School Evacuation Plan
- District Student/Staff Related Crisis Response Protocol
- Crisis Response for Shoreline Schools

Community Resources

- Law Enforcement

Response Actions

- ☐ Upon report/observation of a hostage situation, notify Principal/Designee.
- ☐ Take steps to isolate the area.
- ☐ Immediately notify Police (call 9-1-1) and follow their instructions.
- ☐ Initiate Lock Down unless otherwise advised.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Based on advice of the Police, implement the following:
    - ☐ Evacuation of unaffected students and staff
    - ☐ Emergency Transportation Plan
    - ☐ School Cancellation Plan
- ☐ Support District Public Information Officer in developing and implementing Community Notification Plan.

Related Response Emergencies

- Lockdown
- Medical Emergency
- Multiple Casualty Incident

Lock Down

A lock down is initiated when there is a perceived imminent threat to safety at school, such as gunfire or violence in school or on campus, a visible weapon, or an intruder who is not responsive to instructions to sign in, state their purpose, etc. All schools and district buildings have the ability to lock down their buildings. No one is allowed into a building when it is on lock down.

NOTE: Any teacher or staff member can initiate a Lock Down:

- **Step 1: Call 911 (school phone preferred)**
- **Step 2: Initiate Lock Down by any of these means:**
    - Verbal all call on school intercom system (State your name and say "Lock down. Lock down. Lock down.")
    - Wall-mounted red Lock Down button in main office
    - Lock Down button on Telecenter console in main office
    - Call school office
    - District two-way radio (walkie talkie)

School Based Administrator:

- ☐ Lock down first, using the wall-mounted red Lock Down button or Lock Down button on the Telecenter console (both in a school's main office) This will lock all electronically controlled exterior doors.
- ☐ Then immediately call 911 and give specific information of location and description of intruders or the danger.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ When possible, give a detailed description of the intruder/subject, last known location, and direction of travel by email.
- ☐ Email or classroom phone should be the primary form of communication. Use judgment on use of radio (consider using selective calling feature), PA system, laptops and electronic devices.
- ☐ Compile facility-wide attendance report.
- ☐ When requested by First Responders, have campus diagrams/maps, building master keys, district two-way radio, and cell contact numbers available in Emergency Facilities Kit.
- ☐ A lock down can only be exited by using the Telecenter console in the main office (not the red wall button)

Superintendent's Office:

- Follow the instructions in "Emergency Radio and Email Lock Out and Lock Down Communication Protocol" and notify off-campus field trips if possible.
- If a lock down becomes long term, communicate with police regarding arrangements made to deliver food or other supplies.
- If communication is not occurring with police within 30 minutes, call 911 for an update on lock down status. Request that the on-duty police supervisor contact the principal or school-based administrator.
- Communicate information district-wide and/or to the community at Superintendent's discretion.

All Staff:

<u>If you are OUTDOORS and threat is inside building:</u>

- ☐ RUN… to the predetermined off-site safe location until first responders stabilize the incident.
- ☐ HIDE…If running is not a safe option, then hide in as safe a place as possible.

Write down your building's safe location(s):

#1 _____

#2 _____

If you are INDOORS and threat is inside building:

- ☐ RUN… immediately away from the danger you see or hear to an easily accessible exterior door.
  - ☐ Go to the predetermined off-site safe location.
  - ☐ If Police are onsite, run with your hands visible (no cell phone in your hands) and follow directions.
- ☐ HIDE…quickly get students and staff into NEAREST ROOM WITH LOCKING DOORS.
  - ☐ Lock all doors and windows in the classroom
  - ☐ Close/draw all shades/curtains.
  - ☐ Barricade doors that open inward toward the room you are inside.
  - ☐ Teachers and students should get against a wall and stay low, away and below windows and doors where they could be seen.
  - ☐ Maintain silence – ensure cellphones are silenced.
  - ☐ Be ready to shift to RUN if possible or necessary
- ☐ FIGHT… As a last resort, adults in immediate danger should consider using force and items in their environment: fire extinguishers and chairs.

Only after situation is stabilized:

- ☐ Place RED CARD (something is wrong) under door and in exterior window.
- ☐ Place GREEN CARD (everyone is okay) under door and in exterior window.
- ☐ Take attendance, accounting for students, staff, and adults, and report any injuries.
- ☐ Email attendance to front office.
- ☐ Teachers keep all students in the classroom until told by Principal/Designee or Law Enforcement.
- ☐ Teachers will maintain (as best they can) a quiet and calm atmosphere in the classroom, keeping alert to emotional needs of students.
- ☐ Staff members without students will report to the nearest room and secure themselves and wait for further instructions.
- ☐ Do NOT call the office unless it is an emergency or email is unavailable.
- ☐ Students may not be released to use the bathroom or to leave the classroom unless specific permission is granted by the building or district administrator, acting in conjunction with the police or fire official.
- ☐ Wait for first responders to open classroom doors.
- ☐ Police and district staff will debrief following a lock down.

Points to remember:

- Law enforcement's top priority is to stop the bad person! They will look for a person(s) with a weapon.
- Direct media inquiries to school principal/designee or the district's Public Information Officer. Students should not be put into the position of responding to the media.

Lock Out

A lock out is initiated when there is a concern for safety near the school and is usually dictated by local law enforcement. A lock out may also be initiated by any teacher or staff member in the event of an external threat near school grounds. No one is allowed into a building when it is on lock out.

School Based Administrator:

- ☐ Usually, a lock out will be initiated by local Law Enforcement. A lock out may also be initiated by any teacher or staff in the event of an external threat near school grounds.
- ☐ In the school's main office, press "Lockout" on the Telecenter console, which will lock all electronically controlled exterior doors and play an all-call announcement that says "Lockout, secure the Perimeter."
- ☐ If lock out decision is made at the school, first lock out and then notify police by calling 911
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Compile facility-wide attendance report.

Superintendent's Office:

- ☐ Follow the instructions in "Emergency Radio and Email Lockout and Lockdown Communication Protocol" and notify off-campus field trips if possible.
- ☐ If lock out decision is made at the district, direct schools to lock out and then notify police by calling 911
- ☐ If a lock out becomes long term, communicate with police regarding arrangements made to deliver food or other supplies, or to move students between buildings on campuses where applicable
- ☐ If communication is not occurring with police within 30 minutes, call 911 for an update on the lock out status. Request police commander to contact principal or school-based admin.
- ☐ Communicate information district-wide and/or to community at Superintendent's discretion.

Teachers/Staff Members:

- ☐ Teachers should quickly check halls and get students into classrooms.
- ☐ Teachers will take attendance of all students/staff, making note of missing students and additional students/adults not normally in their classroom and email report to the office.
- ☐ Make sure you have your keys at all times.
- ☐ Ensure that exterior doors are closed and locked.
- ☐ Lock exterior windows and close/draw all exterior shades/curtains.
- ☐ After securing the room, continue business as usual until you hear "All Clear" signal.
- ☐ When the emergency is over, an "All Clear" will be announced.
- ☐ Police and District will debrief where necessary following the lock out.

Playground/Lunch Staff Members:

- ☐ Outdoor supervisor should move all students into indoor space and ensure exterior doors are closed and locked.
- ☐ If not in a classroom with a teacher, take attendance report.
- ☐ Lock ALL doors to cafeteria and gym.
- ☐ After securing the room, continue business as usual until you hear "All Clear" signal.

Medical Emergency

School Resources

- Medically Trained Personnel
- Infectious Pathogens Procedures
- Inclement Weather Procedure

Community Resources

- Fire Department/EMS
- Public Health Seattle and King County

Response Actions

- ☐ Identify the affected individual(s).
- ☐ Call 911 to notify emergency response agencies.
- ☐ Summon School Nurse or staff members trained in First Aid.
- ☐ Render first aid within scope of training.
- ☐ Ensure safety of students and staff and use universal precautions to avoid exposure to bloodborne/airborne pathogens.
- ☐ Notify Principal/Designee.
- ☐ Locate and provide emergency contact and health alert information.
- ☐ Notify parents per district policy.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Follow District procedures in notifying the Public Health Department.
- ☐ Complete Incident Reporting Form
- ☐ Complete First Aid Care Administered (School Record) and First Aid Care Notice Form (Parent/Guardian Record) if first aid has been administered to a student.

Related Response Emergencies

Multiple Casualty Incident

Multiple Casualty Incident

School Resources

- Medical Emergency Procedures
- Weather-Related Procedures
- Shelter in Place Procedures

Community Resources

- Fire Department/EMS
- Law Enforcement

RESPONSE ACTIONS

- ☐ Report to the Principal/Designee the status of injured persons and injury-causing event.
- ☐ Move uninjured students and staff out of area away from potential harm.
- ☐ Call 9-9-1-1 to notify emergency response agencies — Report the scope and seriousness of injuries.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Activate the Incident Command System:
    - ☐ Establish a Command Post
    - ☐ Implement Building Emergency Plan
    - ☐ Gather information
    - ☐ Evaluate the cause of injuries.
- ☐ Determine whether staff members, within their scope of training, can safely intervene to mitigate a continuing situation (e.g., provide first aid, stop a fight, extinguish a small fire, or shut off water, electricity, or gas, etc.).
- ☐ Upon arrival of emergency personnel, report the extent of injuries, locations of injured persons, and actions already taken. Follow instructions of the Incident Commander.
- ☐ In consultation with the Superintendent, determine whether School Cancellation or Shelter-In- Place procedures will be used and work to notify the community as appropriate.
- ☐ Coordinate with Incident Commander to assist in identification of casualties and establish procedures for tracking destinations of injured persons for family member notification and reunification.

Related Response Emergencies

- Medical Emergency
- Shelter in Place

Parent/Student Reunification

In the event that student-parent reunification is needed

_____ (School)
will utilize

_____(location or facility).

Procedures

- ☐ Parents will report to the assigned area and fill out the top section of the Student Release Form.
- ☐ Picture I.D. will normally be required to ensure the person requesting the student is a match to the name in the Student Information System (Skyward).
- ☐ A staff member (runner) will go to the Student Assembly Area and get the student requested by the parent or guardian. The staff member will escort the student back to the reunification table/gate.
- ☐ Parents will be asked to sign the bottom section of the Student Release Form indicating they picked up the student. The date and time will also be recorded on the form.
- ☐ If the student is in the First Aid area, the parent will be escorted to that area for reunification with their student.
- ☐ Counselors, when available, will be located close to the First Aid area in the event they are needed.
- ☐ Student rosters should be updated as classes change.
- ☐ Updated class lists should be stored by the main door in every classroom and be easily identified by both teachers or substitutes, and students.
- ☐ Additional copies of the rosters should be distributed to the Principal/designee and placed in the back of their Emergency Preparedness Manual.
- ☐ Student Information Form is generated from the student information system (SIS) and includes contact information on parents/guardians, as well as other adults who can be contacted if the parent/guardian is not available. The form should also indicate with whom the child is permitted to leave campus if necessary.

NOTE: DO NOT release students to people not listed on the Student Information Form. A well-intentioned friend may offer to take a child home. However, school staff must be certain students are only released to the appropriate people so students' families will know where they are.
The form should also include all pertinent medical information such as allergies, medications, and doctor contact information. Current student information records should be held in the school office in paper and electronically in the SIS.

Traffic Control

- If available, traffic will be controlled by local law enforcement.
- To every extent possible, two-way traffic will be maintained to allow for entry and exit of emergency vehicles.
- As the situation develops, there may be time for barricades and other traffic control devices to be delivered and set up. It should be understood this will not occur at the beginning of the incident.
- When law enforcement arrives on the scene, they will take charge and do whatever is necessary, including the towing of vehicles, to manage the emergency or disaster.

Assumptions

Some parents will refuse to cooperate with the Parent/Student Reunification process. This situation can be diminished, to some degree, if parents are informed about the school release procedures before the disaster or emergency occurs. They should be reminded the safety of their child is your utmost priority.
NOTE: It is a good idea to include this material in your student handbook distributed at the beginning of the school year.

- Parents may be emotional when arriving at the school. Have counselors available to deal with issues that exceed your area of expertise.
- The District's Public Information Officer or Superintendent/designee will respond to media inquiries.

Poisoning

School Resources

- Medically Trained Personnel
- Food Services Director

Community Resources

- Fire Department/EMS
- Public Health Seattle and King County
- City Emergency Management

Response Actions

- ☐ Upon report of possible poisoning incident, attempt to determine how isolated or widespread the incident is or may become.
- ☐ Notify emergency response agencies or Public Health/Seattle and King County for on-going assistance with the incident.
- ☐ If possible, determine the route of poison creating the incident:
    - ☐ Ingestion
    - ☐ Inhalation
    - ☐ Absorption
    - ☐ Dermal (skin) contact
- ☐ If possible, determine the source of the poison creating the incident:
    - ☐ Contaminated food or drink (hepatitis-A, salmonella, E-coli, etc.)
    - ☐ Prescription or over-the-counter medicines
    - ☐ Alcohol
    - ☐ Illegal drugs
    - ☐ Toxic vapors, hazardous chemicals, pesticides
- ☐ Obtain Material Safety Data Sheet (MSDS) if available.
- ☐ Determine if an antidote is readily available.
- ☐ Initiate monitoring of other potential victims.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Notify School Nurse and Food Services.

Related Response Emergencies

- Medical Emergency
- Multiple Casualty Incident

Power Outage or Utility Disruption

School Resources

- Building Electrical Plans
- Electrical Back-up Systems
- Inclement Weather Procedures
- Shelter in Place Procedures
- District two-way radios and personal or district-issued cell phones (email, phones, and intercom systems may be unavailable during a power outage)

Community Resources

- Fire Department/EMS
- City Emergency Management
- Seattle City Light

Response Actions

- Procedure I: Outage occurs outside of school hours with custodian on duty.
- Procedure II: Outage occurs during school hours with custodian on duty.
- Procedure III: Outage occurs outside of school hours with no custodian on duty.
- Ongoing Response

Power Outage Procedure I
Outage occurs outside of school hours, but CUSTODIAN IS ON DUTY
(example – evening or early morning)

- ☐ Custodian calls:
  - ☐ Director of Maintenance and Operations*, who calls:
    - ☐ Assistant Superintendent of Business and Operations, who calls:
      - ☐ Seattle City Light
      - ☐ Superintendent
      - ☐ Director of Food Services
  - ☐ Head Day Custodian
  - ☐ Principal, who calls:
    - ☐ Assistant Superintendent of Schools
- ☐ Provide the following information:
  - ☐ Your name and school
  - ☐ What time the power went out (or what the issue is).
  - ☐ Why the power went out, if possible (e.g., heard a bang; lightning; car crash, etc.).
  - ☐ Are there any site repair recommendations or considerations; e.g., condition of the building. Provide an estimate of the current room temperature of at least three classrooms.
  - ☐ Custodian to provide cell and/or work call back number.
- ☐ Evaluate the problem to determine if the problem is on site or off site:
  - ☐ On site: Determine if the problem can be corrected by staff and if there are safety hazards affecting building occupants. Ensure medically fragile students are not affected. Isolate hazardous areas and/or evacuate the building as appropriate.
  - ☐ Determine if critical operating systems have been affected. These may include: HVAC, computer systems, communications, and signaling systems.

  **Note: If Director of Maintenance and Operations is unavailable, call Assistant Superintendent, Business and Operations*
- ☐ Asst. Supt. B&O will call Seattle City Light to obtain status report, then confer with:

- ☐ Director of Maintenance & Operations (Supervisor of Custodians)
- ☐ Director of Food Services

☐ Asst. Supt. B&O confers with:

- ☐ Building Principal
- ☐ Director of Food Services

☐ After obtaining appropriate information and conferring with building principal, Asst. Supt B&O will contact Superintendent to determine if school will be on time, start 2 hours late, or announce closure. If schedule change is necessary, a decision will be made by 5:30 a.m., if possible. These procedures will follow procedures related to school day cancelations and late starts prescribed for the district.

☐ Food Service

- ☐ No later than 9:30 a.m., Director of Food Services, in conference with the Building Principal, will decide on the lunch menu selection available.

Power Outage Procedure II

Outage occurs during school hours with custodian on duty

☐ Superintendent's office* is contacted at 206-393-4203 (x 4203) or on EMERGENCY radio talk group by:

- ☐ Secretary or Office Manager (first)
- ☐ Principal (second)
- ☐ Custodian (third)

Note: Contact Director of Maintenance and Operations in Superintendent's office is unavailable

☐ Superintendent's office notifies:

- ☐ Maintenance office
- ☐ Asst. Supt. B&O
- ☐ Food Services office

Once contacted, the above offices will follow the steps outlined in Procedure I, beginning with "Evaluate the problem…"

**If Superintendent's office is unavailable, contact Asst. Supt. B&O and Maintenance office*

Power Outage Procedure III

Outage occurs outside of school hours with no custodian on duty

☐ Staff notifies Principal

☐ Principal follows steps in Procedure I

☐ If Principal is unavailable, staff to follow Procedure I

Ongoing Response to Power Outage

To ensure communication, the following information will be provided:

Custodian

- ☐ Keep the Principal aware of any changes in building status.
- ☐ Determine unsafe situations and report them immediately.

Principal

- ☐ Determine an ongoing communication process with staff.
- ☐ Address unsafe situations and seek assistance/resources.
- ☐ Inform Maintenance and Superintendent's office when power returns.

Maintenance

- ☐ Maintain contact with Seattle City Light/Power Company, or appropriate agency.
- ☐ Keep Superintendent's office and Principal informed.

Food Service

- ☐ Will be cognizant of a possible menu change.
- ☐ If necessary, deliver emergency menu.

School Bus Accident

School Resources

- First Aid Trained Personnel
- Infectious Pathogens Procedures

Community Resources

- Fire Department/EMS
- Law Enforcement
- Rescue/Ambulance

Response Actions

- [ ] Contact Transportation Dispatch and remain in communication with Dispatch for further instructions.
- [ ] Transportation Dispatch contacts 911 and requests State Patrol and local Police to respond to the accident.
- [ ] Transportation Dispatch remains in contact with the Bus Driver.
- [ ] Transportation Dispatch contacts the Superintendent's office and the Director of Transportation.
- [ ] Transportation Dispatch contacts the Principal to inform them of the accident.
- [ ] Bus Driver assesses the bus for safety and if necessary evacuates students to a safe location.
- [ ] Bus Driver assesses students for injuries and obtains names of students.
- [ ] Bus Driver administers first aid within their scope of training.
- [ ] Bus Driver waits for further instructions from Transportation Dispatch.
- [ ] School notifies parents of all students who were on the bus.
- [ ] Director of Transportation completes Accident Report Form and investigative paperwork.
- [ ] Director of Transportation contacts OSPI Education Service District Transportation Coordinator.

Related Response Emergencies

- Medical Emergency
- Multiple Casualty Incident

Shelter in Place

"Shelter in Place" means to take shelter immediately where you are—at home, work, or school. For a variety of reasons, local authorities may instruct you to "Shelter in Place."

Response Actions

- ☐ Principal/designee in consultation with Superintendent's office and local agencies activates Shelter in Place procedures.
- ☐ Principal/designee announces Shelter in Place procedures.
- ☐ Close the school as in a lock out. Follow procedures to bring students, faculty, and staff indoors and account for all students, staff, and visitors.
- ☐ One teacher or staff member in each room should write down the names of everyone in the room and notify the designated person in the office with a report (email preferred) as to who is in the room.
- ☐ Gather two-way radios and chargers in case of a long-term incident.
- ☐ Activate parent notification system utilizing communications systems as available.
- ☐ If visitors are in the building, direct them to the nearest shelter room and have staff report their name to the office.
- ☐ Ideally, have access to the school-wide public address system in the room where the principal/designee takes shelter.
- ☐ Have all shelter rooms closed. Lock all windows, exterior doors, and any other openings to the outside.
- ☐ If told there is danger of explosion, make sure window shades, blinds or curtains are closed.

Chemical or Radiological Incidents

- ☐ Turn off heating, ventilating and air conditioning systems within scope of training. Systems that automatically provide for exchange of inside air with outside air must be turned off, sealed or disabled.
- ☐ Have all students, staff and visitors take shelter in rooms that have phone access and stored disaster supply kits and ensure access to a toilet. Shut the doors.
- ☐ If instructed by officials, use duct tape and plastic sheeting to seal all cracks around the door(s), windows, and vents into the room. As much as possible, reduce the flow of air into the room.
- ☐ Everyone should stay in the room until school officials, via the public address system, make the announcement that all is safe to open the doors.
- ☐ Once the word has been given that all is safe, everyone should go outside when the building's ventilation systems are turned back on. Follow any special instructions given by emergency authorities to avoid chemical and radiological contaminants outdoors.

Special Notes on Sheltering Rooms

Avoid overcrowding by pre-selecting several interior rooms with the fewest number of windows or vents. The appropriate location depends entirely on the emergency situation.

- ☐ If a chemical has been released, you should take shelter in a room above ground level because some chemicals are heavier than air and may seep below ground.
- ☐ If there are radioactive particles in the air, you should choose a centrally located room or basement. Knowing what to do under specific circumstances is an important part of being prepared.

The room should have ten square feet of floor space per person in order to provide sufficient air to prevent carbon dioxide buildup for five hours.

- ☐ In this room, you should store scissors, plastic sheeting pre-cut to fit over any windows or vents, and rolls of duct tape to secure the plastic.
- ☐ Access to a water supply is desirable.

The rooms should have adequate space for everyone to be able to sit, including an estimated number of visitors.

- ☐ Large storage closets, utility rooms, pantries, break rooms, copy and conference rooms without exterior windows would work well. Access to bathrooms is a plus.

It is ideal to have hard-wired telephones in the rooms you select, not cell phones—the system may be overloaded in an emergency.

- ☐ The rooms should be equipped with a disaster supplies kit.

Threatening Call (aka: Swatting)

Any call to a school or building with a threat of violence should be taken seriously. If you receive a call from someone indicating that they have or plan to commit an act of violence at a school building, proceed as if it is real: Call 9-1-1 with the reported threat of violence and clearly indicate if there is suspicion of swatting. If possible, try to keep the caller on the line and ask follow-up questions while another individual speaks to the dispatcher. Alert your building administrator and plan to likely initiate at least a lock out.

While all threatening calls should be treated as if they are real, there is a chance that the call you have received is what is known as "swatting." Swatting is defined as a false report of an ongoing emergency or threat of violence intended to prompt an immediate tactical law enforcement response. Swatting is not a new threat; it has evolved over the last decade or so and includes a range of tactics and techniques used to cause false public alarm and divert law enforcement resources to a hoax threat. Certain incident types and tactics have tended to receive more media coverage than others. Swatting scenarios include bomb threats, active shooter scenarios, threats of an imminent shooting rampage, hostage scenarios, and threats involving chemical, biological, radiological, nuclear, or explosives agents.

Mitigation

Swatting calls can be successfully mitigated using follow-up questioning to identify inconsistencies or weaknesses in the caller's storyline or to make the caller feel their attempt is failing. Call receivers should ask **multiple questions in quick succession**, and repeat questions later in the call to identify inconsistencies.

<u>Suggested questions include:</u>

- "What is your full name?" (ask again later during call, and specifically ask for a middle name)
- "Where are you calling from?"
- "What is your phone number?"
- "Why didn't you call 911 directly?"
- "I need a call back number in case we get disconnected. What is your mobile or home number?"
- "Why are you reporting yourself?"
- "Why is there no noise in the background?"
- "What is that noise in the background?" (when background noise is inconsistent with the story)
- "Why does it sound like you are typing on a computer keyboard?"
- "Are you targeting anyone in particular?"

Caller claims to be inside, near, or on the roof of a school:

- "How did you get on the roof?"
- "Where exactly are you on the roof?"
- "How are you going to get inside the building?"
- "Do you know a student at the school?"

Caller claims they are on their way or planning to target a location:

- "Where are you coming from?"
- "Are you in a car?"
- "When will you get here?"

Reporting

Reporting information will aid in investigation.

Information to write down:

1. **Exact time and date** the call was received.
2. **Telephone number that received** the incoming swatting call.

3. The incoming (swatting) telephone number.
    a. Was the call number unavailable, blocked, or displayed as all zeros, ones, or nines?
4. **Detailed description of the nature of the threat.**
    a. Incident Type: For example, bomb threat, active shooter, hostage situation, or CBRNE threat.
    b. Did the caller provide a motivation or reason for the threat?
    c. Did the caller specify a timeline for imminent or future threats?
    d. Where did the caller claim to be calling from?
    e. Was any background noise heard during the call?
5. **Detailed description of caller**.
    a. Did the caller provide a name to identify themselves?
    b. What was the caller's gender and accent?
    c. Was the caller's voice computerized or masked in any way?
    d. What was the caller's demeanor and tone (for example, calm, agitated, excited, hysterical, emotional, or confused)?
    e. Did the caller seem prepared with a script or preplanned responses?

More about swatting

Vehicle Accident (Other than School Bus)

School Resources

- First Aid Trained Personnel
- Infectious Pathogens Procedures

Community Resources

- Fire Department/EMS
- Law Enforcement
- Local Hospitals

Response Actions

- ☐ Call 911 and notify emergency response agencies.
- ☐ Upon report of a vehicle accident, determine the following:
    - ☐ Are there any injuries or fatalities?
    - ☐ Were students involved?
    - ☐ Were other non-employees involved (e.g. parent volunteers)?
- ☐ Notify Principal/Designee.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Complete Accident Report Form if school related (available from Transportation Department)
- ☐ Notify parents of all students who were in the vehicle.

Related Response Emergencies

- Medical Emergency
- Multiple Casualty Incident
- School Bus Accident

Weather-Related Incident

School Resources

- NOAA Weather Radio
- Inclement Weather Procedures
- Shelter in Place Procedure

Community Resources

- Emergency Alert System (EAS)
- City Emergency Management
- Law Enforcement

Response Actions

- ☐ During periods of severe weather watches or warnings the Emergency Alert System, NOAA Weather Radio and television broadcasts will carry announcements of current conditions. Heed warnings and take precautions as advised to minimize injury or property damage.
- ☐ Notify Maintenance Supervisor.
- ☐ Notify Superintendent's Office at 206-393-4203 (x 4203) or on EMERGENCY radio talk group.
- ☐ Based upon National Weather Service and/or emergency management advice, implement Shelter and/or Emergency Transportation Plan if needed.
- ☐ Emergency response will be activated based on advice of local agencies. School cancellation may be implemented in response to predicted severe conditions. Refer to inclement weather plan, procedures for emergency schedule changes and phone trees under Incident Command Section.
- ☐ During electrical storms, summon all persons into the building. Avoid glass doors, windows, telephones, and all electrical appliances, including computers.
- ☐ Develop and implement a Community Notification Plan.

Air Quality Concerns

- District protocol is to move activities during the school day indoors when the air quality index reaches over 100.
- The athletics department will monitor air quality for potential changes to after-school sports and activities and provide notice to building administrators early this afternoon. High school and middle school athletics typically continue until numbers rise above 150; however, individual student-athletes may have health concerns that require monitoring when the air quality is in the 100-150 range

Related Response Emergencies

- Medical Emergency
- Power Outage – Utilities Disruption