



AP 2-203 – CRISIS EMERGENCY RESPONSE PLAN

BACKGROUND

The following emergency responses will be used to decrease the likelihood of harm and ensure safety of students and staff in emergency circumstances:

1. Lockdown
2. Hold and Secure
3. Sheltering in Place
4. Evacuation

While it may not be possible to identify all emergencies which could threaten the well-being of students and staff, adequate planning needs to encompass conceivable emergencies or circumstances with the potential to create emergencies.

PROCEDURES

Common procedures and practices are essential to the overall safety of students and staff. Emergency planning and training reduces the confusion in the event of a critical incident and contributes to the ongoing safety in schools. Provision for every possible type of emergency is not possible; consideration for unpredictable situations is essential.

Emergency response must be fluid and take into consideration the events as they occur.

- exercise critical thinking and good judgement
- analyze the situation
- determine the best response to the situation encountered
- remain calm
- react to the dynamic and specific aspects of the emergency

LOCKDOWN	HOLD & SECURE	SHELTERING IN PLACE	EVACUATION	ACTIVATE PHONE TREE
<p><i>Purpose: Make building appear empty</i></p> <ul style="list-style-type: none"> • Exterior doors locked • Interior doors locked • Lights out • Windows covered <p>(e.g. armed intruder)</p>	<p><i>Purpose: Minimize disruption while maintaining safety</i></p> <ul style="list-style-type: none"> • Outside doors may be locked • Access in and out strictly monitored <p>(e.g. police event in close proximity to school)</p>	<p><i>Purpose: Minimize disruption while maintaining safety</i></p> <ul style="list-style-type: none"> • Access in and out strictly monitored <p>(e.g. tornado, environmental spill)</p>	<p><i>Purpose: Clear children from school area</i></p> <p>(e.g. fire, gas leaks)</p>	<p><i>Purpose: Inform relevant school community members of situation</i></p>

Adopted: October 23, 2017