

## Emergency Information for Parents

Dear Parent(s)/Guardian(s):

The Ansley School District has developed a Crisis Response Plan that is designed to minimize danger to anyone attending our school should an emergency occur. Our Crisis Response Plan is based on the Standard Response Protocol (SRP). A description of this protocol is attached below.

In most emergencies, our students will remain and be cared for at the school. In the rare event of an emergency affecting the school that prohibits re-entry (such as a chemical spill, bomb threat, etc.), we will relocate to our designated alternate site. All students will be moved to the **United Methodist Church at 610 Keene St.**

We ask that you follow this procedure if you hear of any school emergency.

1. Turn on your radio or television. We will keep the media informed of any emergency.
2. Please **DO NOT** telephone the school. We have limited phone lines and our phone lines **MUST** be used to respond to the emergency.
3. Please **DO NOT** come to the school unless you are requested to do so. **DO NOT** come and pick up your child/children unless requested to do so or the emergency is over. Any emergency involving your child here at school may mean that emergency vehicles and workers are getting the building and the vehicles ready to transport students and you may be in the way. If the emergency requires relocation of staff and students, you will be informed via the media.

Our main objective is to attend to the health and welfare of your child/children in the event of a crisis. If you have any questions regarding our Crisis Response Plan or Standard Response Protocol, please do not hesitate to contact me or the building principal.

Sincerely,

Gordon Goodman  
Superintendent

# IN AN EMERGENCY WHEN YOU HEAR IT. DO IT.

## LOCKOUT! Get inside. Lock outside doors.

### STUDENTS

Return inside  
Business as usual

### TEACHER

Bring everyone indoors  
Lock outside doors  
Increase situational awareness  
Business as usual  
Take attendance



## LOCKDOWN! Locks, lights, out of sight.

### STUDENTS

Move away from sight  
Maintain silence  
Do not open the door

### TEACHER

Lock interior doors  
Turn out the lights  
Move away from sight  
Do not open the door  
Maintain silence  
Take attendance



## EVACUATE! To the announced location.

### STUDENTS

Bring your phone  
Leave your stuff behind  
Follow instructions

### TEACHER

Lead evacuation to location  
Take attendance  
Notify if missing, extra or injured students



## SHELTER! Hazard and safety strategy.

### STUDENTS

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

### TEACHER

Lead safety strategy  
Take attendance



## HOLD! In your classroom. Clear the halls.

### STUDENTS

Remain in the classroom until  
the "All Clear" is announced

### TEACHER

Close and lock classroom door  
Business as usual  
Take attendance

