

View Crisis Plan

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Sweetwater County School District #1

SCSD#1 Crisis Management Plan



Lockout

LOCKOUT! SECURE THE PERIMETER.

Lockout is called when there is a threat or hazard **outside** of the school building.

Staff/Student Actions

- All students and staff return to the main building.
- There is a threat outside the school.
- Continue business as usual in the building.
- No one is allowed to enter or leave the building.

Examples of Lockout Conditions

- Dangerous animal on school grounds
- Criminal activity in area
- Civil disobedience

Contingencies

- If modular buildings are present, it may be best for students to Evacuate to the main building.
- If a hazard manifests inside the school during a Lockout - it may be necessary to Evacuate to a different location.

Contacts:

Seq.	Organization	Title	Name	Method	Number/Address
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HTML Responder stuff





Lockdown

Lockdown! Locks, Lights, Out of Sight!

There is a threat or hazard inside the school building. In a lockdown, do not open the door for anyone. First responders will open the door as they go through and secure the building.

Staff/Student Actions

- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Quietly take roll

Examples of Lockdown Conditions

- Dangerous animal within school building
- Intruder
- Angry or violent parent or student
- Active shooter

Contingencies

- If a student or staff member is not in a classroom they may need to hide or evacuate themselves away from the building. In this case, notify the school district that you have evacuated the building and are safe in another location.

Contacts:

Seq.	Organization	Title	Name	Method	Number/Address
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HTML Responder stuff



Evacuate

Evacuate! To a location.

Evacuate is called when there is a need to move students from one location to another.

Student Actions

- Leave stuff behind
- Bring your phone
- Form a single file line
- Move in an orderly fashion to the location designated over the loud speaker

Staff Actions

- Grab roll sheet if possible
- Lead students to Evacuation location
- Take roll, account for students

Contingencies

- If you are separated from your group, join another evacuation line and let the teacher who you are after arriving at the evacuation site.

Contacts:

Seq.	Organization	Title	Name	Method	Number/Address
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HTML Responder stuff



Shelter

Shelter - Hazard - Safety Strategy

Shelter is called when the need for personal protection is necessary.

Hazards

- Tornado
- Hazmat
- Earthquake

Safety Strategies

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

Contacts:

Seq.	Organization	Title	Name	Method	Number/Address
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HTML Responder stuff



Hold

Hold - In your Classroom.

There is something taking place in the building that requires students and staff to remain in their classroom with the door closed.

Staff/Student Actions

- Close the classroom door
- Do not switch classes
- Business as usual in the classroom
- Do not enter the hallway until the All Clear has been announced

Examples of Hold Conditions

- Drug dogs in the building
- Person in the building that is non-threatening
- Disruptive behavior in the hallways

Contacts:

Seq.	Organization	Title	Name	Method	Number/Address
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HTML Responder stuff



Emergency
Dismissal

Emergency School Dismissal

- **Controlled Release:** Students released at a different time due to weather, early closure, power outage, etc.
- **Reunification:** Students are being reunified with parent, guardian, or emergency contact somewhere other than the school. Specific details will be communicated to parents from the district through a variety of methods.

Contacts:

Seq.	Organization	Title	Name	Method	Number/Address
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HTML Responder stuff



Death of Student or Staff

Death of Student or Staff

- Notify Human Resources 352-3400.
- Convene building crisis team.
- Hold staff meeting and develop plan to support staff and students.
- Inform parents and students about the death, school plans, and what reactions to expect from their child as applicable.
- Inform students and staff about the funeral arrangements.
- Determine if a risk assessment is needed and plan follow up counseling for students and staff as needed.

Contacts:

Seq.	Organization	Title	Name	Method	Number/Address
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HTML Responder stuff

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