

IN AN EMERGENCY

WHEN YOU HEAR IT DO IT!

(Para español vaya a la siguiente página)

Lockout

Secure the Perimeter

Lockout is activated when there is an unsafe situation outside the school building. Designated personnel are assigned to secure the exterior doors to the building.

Students:

Return and remain inside the school building
Business as usual inside the classroom

Teachers:

Bring everyone indoors
Ensure exterior doors are locked
Increase situational awareness
Take attendance
Business as usual inside the classroom



Lockdown

Locks, Lights, Out of Sight

Lockdown is activated when there is a threat inside the school building. Creates a time barrier.

Students:

Immediately move away from the threat
Get to a safe area-classroom or away from the school
Stay out of sight
Maintain silence

Teachers:

Immediately bring students in to the classroom
Lock the classroom door
Cover interior windows, lights out
Move away from sight
Maintain silence
Wait for First Responders to open the door
Take attendance, account for students



Lockdown Team Response

Activate School Emergency Team (SET)

Team response is activated when there is a medical emergency or some non-threatening incident that requires staff to control movement inside the school.

Students:

Immediately return to their classrooms

Teachers:

Return to classrooms
Take attendance, account for students
Increased situational awareness
Business as usual inside classroom



PPS School Emergency Response Plan

PPS has a multi-hazard emergency response plan. The plan is based on six actions. Lockout, Lockdown, Lockdown Team Response Evacuate, Duck-Cover-Hold On and Shelter-in Place.

Evacuate

Move students and staff from one location to another

Students:

Leave stuff behind
Form a single line
Move quickly and safely to the directed location

Teachers:

Grab attendance roster, emergency forms and emergency supplies
Close classroom door
Lead students to the evacuation location
Take attendance, account for students



Duck-Cover-Hold On

Earthquake

Students:

Get Under a desk, table or hard surface
Stay away from windows and other objects that could fall
Wait for evacuation instructions from teacher

Teacher:

Get Under a desk, table or hard surface
Stay away from windows and other objects that could fall
Assess the damage, determine if it is safe to evacuate
Grab emergency attendance roster and emergency supplies
Take roll, account for students



Shelter-in Place

Remain in doors-air contaminate or threat requiring staff and community to remain in doors.

Students:

Follow the instructions of teacher
Be ready to move

Teachers:

Cancel outside activities
Move students to interior rooms
Seal windows doors if necessary
Take attendance, account for students

