

Incident Response Protocols



BUILDING SECURE

(Potential threat outside school)

Students:

- Return inside
- Business as usual

Staff:

- Bring everyone indoors
- Lock and monitor exterior doors
- Increase situational awareness
- Business as usual



--Families, staff and volunteers may enter and leave as required

--Students may leave if accompanied by staff or other adult (including K-wing)

CLASSROOM HOLD

(Disturbance within school building)

Students:

- Remain in classroom

Staff:

- Clear the halls
- Close and lock classroom door
- Business as usual



--Enter and exit only as authorized by administration

ACTIVE THREAT OPTIONS

(Immediate threat of death or great bodily harm)

EVACUATE

- Preferred response**
- Leave school through safest exit
- Leave stuff behind
- Report to evacuation site

LOCKDOWN/BARRICADE

- ONLY if you cannot evacuate
- Lock the door
- Barricade the door
- Move out of sight & spread out
- Be silent
- Do not open door for anyone

COUNTER

- Create age-appropriate responses:
 - Noise
 - Movement
 - Distractions

