

Safety and Security Information Sheet: Emergency Response Actions

- ❖ At times, a school may implement protective measures in response to a potentially harmful or disruptive situation on or near school property.
- ❖ District personnel are trained in four primary response actions (see below), which may be implemented as appropriate. The decision to implement protective measures is dependent on a number of factors, including the nature, severity, and proximity of a potentially harmful or disruptive situation.
- ❖ School administrators have the authority to impose these response actions as needed. Protective measures may also be implemented after consultation with District and/or public safety officials.
- ❖ Parents, guardians, and the general public will be notified of these actions as and when appropriate. Parents are encouraged to monitor and comply with messaging from the school. Please do not report to the school unless requested as doing so may be unsafe or may hinder school actions to ensure students and staff members are safe.

Emergency Response Action	Basic Response Procedures	Potential Use
Lockdown	Students and staff members remain in secure locations and take shelter within these locations. Normal school activities cease until the situation is resolved.	Potentially harmful or disruptive situation exists inside of or in close proximity to the school.
Secure	Students and staff members remain inside the building, and all exterior doors remain locked. Normal school activities continue inside the building.	Potentially harmful or disruptive situation exists outside of the building.
Evacuation	Students and staff members exit the building in a safe and orderly manner and remain outside until advised to re-enter.	Potentially harmful or disruptive situation exists inside the building.
Hold	Students and staff members remain in secure locations, with limited movement inside and outside the building. Classroom instruction continues as usual but other activities may be temporarily altered.	Potentially harmful or disruptive situation exists inside the building, or there is otherwise a need to limit movement.