

SCHOOL EMERGENCY PARENT INFORMATION GUIDE



DO tune into local TV/Radio stations

DO rely only on official communication from the school or public safety officials via One-Call, email and/or text

DO check our website:

DO NOT Panic!

DO NOT call or rush to your child's school. You may have difficulty getting through due to procedures in place designed to keep your child safe.

When and why are students and staff asked to Lockdown, Shelter-In-Place or Evacuate?

A school crisis can take a number of forms including an environmental event, such as a chemical spill or gas leak; a weather emergency, such as a tornado warning; or an intruder in or near the school. The nature of a school crisis dictates whether school officials will put in place a lockdown, shelter-in-place, evacuation or any combination of these protocols, as a means to ensure the



**Your Child's Safety:
Our #1 Priority**



Pulaski County Board of Education

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Patrick Richardson, Superintendent

Safety Terms and Procedures

In the event of an emergency at your child's school, it is important to know the following terms:

LOCKDOWN

A lockdown takes place if an internal or external threat is identified at or near the school. All school doors are locked and students are confined to classrooms. NO entry into or exit from the school will be allowed. Students will NOT be released during a lockdown. **HOLD-IN-PLACE** is similar to a lockdown. However, only external doors will be locked and classroom instruction continues.

SHELTER-IN-PLACE

Students take refuge in designated areas to protect them from hazardous materials or severe weather. No entry into or exit from the school will be allowed until an "all-clear" announcement is made. Students will NOT be released during shelter-in-place.

EVACUATION

In the event of certain building emergencies, students will be relocated to an evacuation assembly area. Students will be released **ONLY** to parents/guardians with picture ID who are on the official school release and permission list. This procedure is necessary to account for the whereabouts of all students.



What should I do during a school emergency?

When an emergency occurs that affects the school, a parent can get important information by doing one of the following:

- Visit the Pulaski website at www.pulaski.net. In an emergency, the home page will give critical information.
- Check your email or text messages if you are a subscriber to Pulaski's online parent notification (to become a subscriber, visit www.pulaski.net and click on "notification" on the top menu bar)
- Tune in to local television (WLEX Ch. 18, WKYT Ch. 27, WTVQ Ch. 36, WYMT Ch. 56) or local radio (WSEK 93.9 FM, WLLK 102.3 FM or WSFC 1240 AM)



In a school emergency, the first instinct as a parent is to pick up the telephone and start calling the school or rush up to the school and get your child/children. The truth is, this only complicates matters from a safety and security standpoint.

Parents too close to an incident often hinder the rescue attempts of police and fire officials on the scene. The **BEST** action parents can take in an emergency is to stay close to their phone and e-mail and to monitor local radio and TV reports for regular updates and instructions.

How can I be reunited with my child?

Whether students are at the school or relocated to another site for Parent Reunification, the reunification site will be announced by e-mail, text, one-call and posted on our website. Also, local radio and television stations will make announcements regarding where to pick up your child/children. **Remember to bring your ID with you.**

(The reunification process can be time-consuming so parents are urged to be patient)



Pulaski County Schools Parent/Guardian Emergency Tip Card

Carry this card at all times

During an emergency, parents can learn important information and get instructions by doing one of the following:

- ◆ Visit www.pulaski.net for critical up to date information
- ◆ Tune in to local television (WLEX Ch. 18, WKYT Ch. 27, WTVQ Ch. 36, WYMT Ch. 56)
- ◆ Listen to local radio (WSEK 93.9 FM, WLLK 102.3 FM or WSFC 1240 AM)
- ◆ Check e-mail and text messages and wait for one call notification/instructions