

~EMERGENCY RESPONSE~

(per Safe Schools NY)

Crown Point Central School

2758 Main Street

Crown Point, NY 12928

<u>Shelter-In-Place</u>	<u>Hold-In-Place</u>	<u>Evacuate</u>	<u>Lockout</u>	<u>Lockdown</u>
<p>Used to shelter students and staff inside the building.</p> <ol style="list-style-type: none"> 1. Listen for instructions and the situation and your actions. 2. Students in hallways should return to assigned classroom, if possible. 3. Classroom teachers, take attendance. 4. All other staff assist students, as needed. 5. Move away from windows, if situation warrants. 6. If instructed, move out of classrooms to designated safe area. Stay together at all times. 7. Take Attendance. 8. Listen for updates. <p>**http://safeschools.NY.gov</p>	<p>Used to limit movement of students and staff while dealing with short term emergencies.</p> <ol style="list-style-type: none"> 1. Listen for instructions about the situation and your actions. 2. Students in hallways should return to assigned classroom, if possible. 3. Classroom teachers, take attendance. 4. All other staff assist students, as needed. 5. Listen for updates. 	<p>Used to evacuate students and staff from the building.</p> <ol style="list-style-type: none"> 1. Listen for instructions about the situation and your actions. 2. Lead students to designated assembly or announced area. Use secondary route if necessary. 3. Bring attendance roster. 4. Close the classroom door after exiting. 5. Take attendance when safe to do so. 6. If evacuating off site, take attendance before moving from and upon arrival at off site location. 7. Listen for updates. 	<p>Used to secure school buildings and grounds during incidents that pose an imminent concern outside the school.</p> <ol style="list-style-type: none"> 1. Listen for instructions regarding your situation. 2. Lock all your exterior doors and windows. 3. Leave blinds/lights the way there are. 4. Take attendance. 5. Listen for updates. 6. Classroom instruction continues as normal. 7. All outdoor activities are terminated. 8. Listen for updates. 	<p>Used to secure school buildings and grounds during incidents that pose an immediate threat of violence in or around the school.</p> <ol style="list-style-type: none"> 1. When you hear lockdown announcement, move quickly to execute the following. 2. If safe, gather students from hallways and common areas near your classroom. 3. Lock you door. Barricade if necessary. 4. Move kids to a safe arear out of sight. 5. Leave windows, blinds, lights as they are. 6. Silence is key, including cell phones. 7. Take attendance. 8. Do not communicate through door or with phone in room. 9. Do not respond to PA or fire alarm. 10. Stay hidden until physically released by law enforcement or administration.