# IN AN EMERGENCY TAKE ACTION



### **HOLD!** In your room or area. Clear the halls.

#### **STUDENTS**

Clear the hallways and remain in room or area until the "All Clear" is announced Do business as usual

#### **ADULTS**

Close and lock the door Account for students and adults Do business as usual



## SECURE! Get inside. Lock outside doors. STUDENTS TEACHERS

Return to inside of building Do business as usual

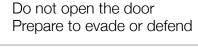
## Bring everyone indoors Lock outside doors Increase situational awareness Do business as usual Take attendance



## LOCKDOWN! Locks, lights, out of sight. STUDENTS ADULTS

Move away from sight Maintain silence Do not open the door

## Recover students from hallway if possible Lock the classroom door Turn out the lights Move away from sight Maintain silence





### **EVACUATE!** (A location may be specified)

#### **STUDENTS**

Leave stuff behind if required to If possible, bring your phone Follow instructions

#### **ADULTS**

Lead students to Evacuation location Account for students and adults Notify if missing, extra or injured students or adults



## SHELTER! Hazard and safety strategy. STUDENTS ADULTS

Use appropriate safety strategy for the hazard

Hazard
Tornado
Hazmat
Earthquake

Tsunami

**Safety Strategy** 

Evacuate to shelter area Seal the room

Drop, cover and hold Get to high ground

Lead safety strategy
Account for students
and adults
Notify if missing, extra
or injured students or
adults



