






Standard Response Protocol

IN AN EMERGENCY, WHEN YOU HEAR IT, DO IT.

LOCKOUT 	LOCKOUT! SECURE THE PERIMETER. TEACHER <ul style="list-style-type: none">• Bring everyone indoors• Lock perimeter doors• Increase situational awareness• Business as usual• Take attendance STUDENTS <ul style="list-style-type: none">• Return inside• Business as usual
LOCKDOWN 	LOCKDOWN! LOCKS, LIGHTS, OUT OF SIGHT. TEACHER <ul style="list-style-type: none">• Lock interior doors• Turn out the lights• Move out of sight• Do not open the door• Maintain silence• Take attendance STUDENTS <ul style="list-style-type: none">• Move away from sight• Maintain silence• No cellphones (lights identify targets)• Do not open the door
EVACUATE 	EVACUATE! EVACUATE TO A SPECIFIC POSITION. TEACHER <ul style="list-style-type: none">• Lead evacuation to designated location• Take attendance• Use green card if no students are missing or injured• Use red card and notify administrators/responders if missing, extra or injured students STUDENTS <ul style="list-style-type: none">• Bring your phone• Leave your stuff behind• Follow instructions
SHELTER 	SHELTER! TORNADO, HAZMAT, EVACUATE TO SHELTER AREA. TEACHER <ul style="list-style-type: none">• Shelter in designated location• Ensure that all doors and windows are closed• Take attendance• Keep students seated and quiet• Await further instructions STUDENTS <ul style="list-style-type: none">• Shelter in designated location• Follow instructions
HOLD 	HOLD! HOLD IN YOUR CLASSROOM. TEACHER <ul style="list-style-type: none">• Remain in the classroom• Rapidly sweep the hallway for nearby students• Take attendance• Conduct business as usual• Await further instructions STUDENTS <ul style="list-style-type: none">• Remain in the classroom• Follow instructions