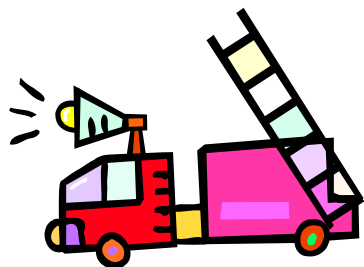




Sedro-Woolley School District
Sedro-Woolley WA 98284
360-855-3500
www.swsd.k12.wa.us

Parent Guide to School Emergency Planning



Make a Family Plan

- ✓ Decide a meeting place for the family to reunite.
- ✓ Each member of the family should know from memory their address and family contact information.
- ✓ All members of the family should have easy access to more detailed written contact information.
- ✓ Have an out-of-state or out-of-area contact number for family to use as a check-in point.
- ✓ Put together and keep handy an emergency stay-at-home kit and a go-kit.
- ✓ Practice your plan!

The Red Cross has more information on making family-safety plans.
360-733-3290

Website: <http://www.mtbakerredcross.org>



Preparation is Key to Safety

School District personnel and students practice several types of drills on a regular basis during the school year. These drills include:

- Evacuation (fire, flood, etc.)
- Earthquake
- Lock-down
- Shelter-in-place

Drills are important to build confidence and trust, to create an automatic response, and to practice and learn.

Talk with your child about the importance of drills.

Keep Your Family Emergency Information Current

Emergencies can happen at any time. It is very important for you to keep your family-contact information current. Notify your child's school every time there is a change.

Included in contact information should be an up-to-date list of friends and family members authorized to pick up your child. In an emergency, students will be released only to individuals on the authorized pick-up list. **ID will be required.**

Emergency contacts should include out-of-area phone numbers. In some emergencies, long distance may be the only phone service available.

Emergency information should include any special needs or medications your child requires.

School Safety Involves You!

Your Help is Needed During School Emergencies

This guide is intended to give you a better understanding of the safety procedures Sedro-Woolley School District has in place in the event of an emergency or natural disaster.

It is important for you, as well as your children, to know what to do during an emergency at school.

By working together and following proper procedure, we have a greater ability to keep everyone safe. Advance preparation is vital in maintaining a safe environment at school.

Sedro-Woolley School District Emergency Preparedness and Response Plan

The district promotes taking appropriate measures to ensure the safety of our students, staff and visitors.

The district and each building have emergency plans.

These plans are designed by the combined efforts of school staff, local law and fire agencies, emergency management teams, and public health officials.



During a School Emergency

For our emergency response plans to be effective, we must depend on the cooperation and assistance of many people, including police and fire departments. We also depend on parents and students to support these disaster response efforts.

Your cooperation is vital to helping us protect the safety and welfare of all children, visitors, and school employees. We ask parents to follow these procedures during a crisis situation:

- **Do not call the school.** We understand and respect your concern for your child; but, it is important that the phone system be available for emergency communications. If on campus, please turn off cell phones.
- Tune to your local radio or TV station for emergency announcements and status reports.
- Staff have specific assignments and training to respond to emergency situations. Adults will always stay with your child until he/she can be picked up or safely transported home.
- If the building is locked, do not knock or try to enter the school. Also, if you think a dangerous situation is occurring, do not call the school. Go to a safe place and call 911.

Broadcast Information

TV Stations

KING 5 KIRO 7 KOMO 4

Radio Stations

KBRC AM 1430 KIRO AM 710
KAPS AM 660 KOMO AM 1000

During a school emergency (continued)

- If you are on campus when an emergency arises, stay with your child or the staff member you are with at the time. You will need to be accounted for. Remember to always sign in at the office when you come to school.
- If evacuation is required, students may be transported to a safe location away from the school. You will be notified of this through news bulletins, TV or radio.
- Do not come to the school or evacuation location until you are told to do so. It may be necessary to keep the streets and parking lots clear for emergency vehicles.
- Once you are asked to come to school or to the location where students have been moved, signs will direct you to a reunification area.
- The press may want to interview you or your child. Depending on the situation, this may confuse matters. If in doubt, say no. The school has a person assigned to communicate with the media.
- Sedro-Woolley School District has a plan to help with emotional recovery after an event. For more information on this program, contact the district office at 855-3500.

Research indicates that these are effective procedures when a school is in a crisis or emergency situation.