IN AN EMERGENCY
WHEN YOU HEAR IT. DO IT.

LOCKOUT! Get inside. Lock outside doors.
STUDENTS
Return inside
Business as usual

TEACHER
Bring everyone indoors
Lock outside doors
Increase situational awareness
Business as usual
Take attendance

LOCKDOWN! Locks, lights, out of sight.
STUDENTS
Move away from sight
Maintain silence
Do not open the door

TEACHER
Lock interior doors
Turn out the lights
Move away from sight
Do not open the door
Maintain silence
Take attendance

EVACUATE! To the announced location.
STUDENTS
Bring your phone
Leave your stuff behind
Follow instructions

TEACHER
Lead evacuation to location
Take attendance
Notify if missing, extra or injured students

SHELTER! Hazard and safety strategy.
STUDENTS
Hazard
Tornado
Hazmat
Earthquake
Safety Strategy
Evacuate to shelter area
Seal the room
Drop, cover and hold

TEACHER
Lead safety strategy
Take attendance

HOLD! In your classroom. Clear the halls.
STUDENTS
Remain in the classroom until the “All Clear” is announced

TEACHER
Close and lock classroom door
Business as usual
Take attendance