

PTA November Meeting Safety Presentation

“A student who is concerned for
personal safety
cannot learn.”

- Virginia Smith

Participants will:

- ★ Understand the required emergency preparedness drills
- ★ Discuss the concepts and actions associated with emergency preparedness drills and incidents
- ★ Discuss communication and follow up actions that will be taken at their school

Emergency Preparedness Drill Requirements

The State of Maryland requires six annual mandated drills:
lockdown; shelter-in-place; evacuation; reverse evacuation;
severe weather; drop, cover, and hold (earthquake)



LOCKDOWN



EVACUATION



**REVERSE
EVACUATION**



**SHELTER
IN PLACE**



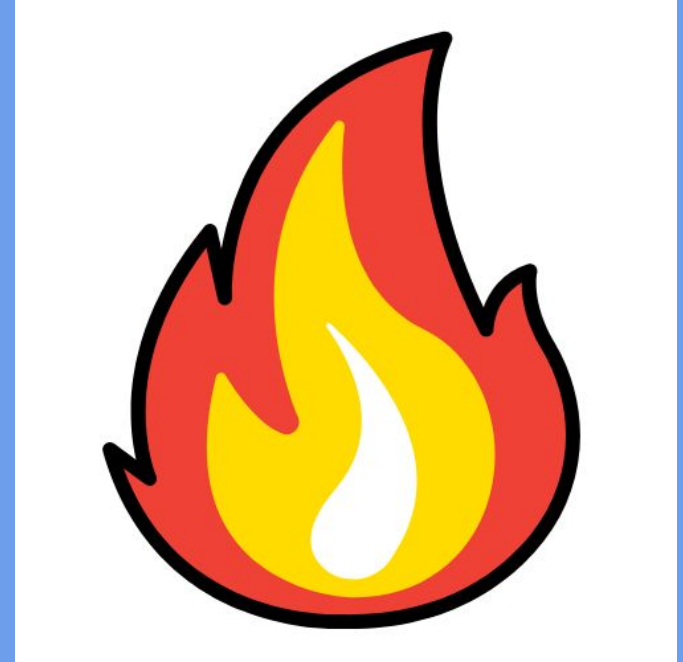
**DROP, COVER, AND
HOLD SHELTER**



**SEVERE WEATHER
SHELTER**

Fire Evacuation Drill Requirements

- ★ For schools that are fully protected by automatic fire sprinklers, five fire evacuation drills are required, two of which must be conducted during the first four months of school.
- ★ For schools that are not fully protected by automatic fire sprinklers, eight fire evacuation drills are required, with at least three during the first four months of school.



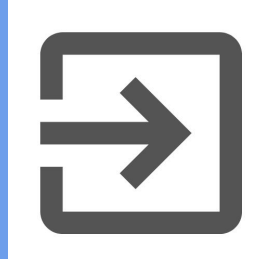
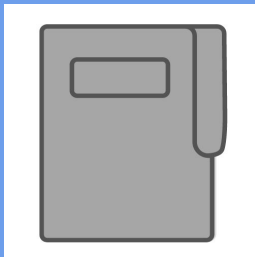
Accommodation Considerations

- ★ State law also requires that if a student's **Individualized Education Program (IEP)** requires specific accommodations for evacuation in an emergency, the student's IEP shall include those accommodations.
- ★ In addition, if a student with a **504 Plan** requires specific accommodations for evacuation in an emergency, the student's 504 team shall discuss and address the student's needs as necessary.

A fire drill or fire evacuation occurs when there is a fire or life safety emergency, the fire alarm is activated, or you are notified by emergency personnel to evacuate the building.

In the event of a fire drill or fire evacuation do the following:

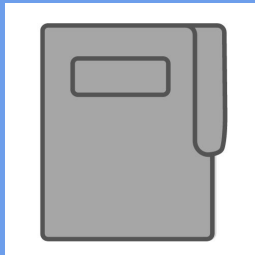
- Take the Emergency Folder.
- Remind students to exit quickly and quietly to the designated location.
- Leave the building by the nearest exit.
- Move to a designated location **at least 50 feet away** from the building.
- Take attendance and account for any discrepancies.
- Wait for further instructions.



A directed evacuation may occur for a bomb threat, a suspicious package, or an inside hazardous material release. Students and staff are directed away from the known danger area and do NOT assemble all in one location.

In the event of a directed evacuation do the following:

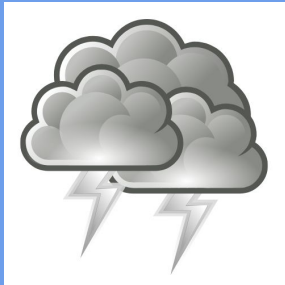
- Take the Emergency Folder.
- Leave the building by the designated exits identified by administration (away from the potential danger).
- Move to a designated location **at least 300 feet away** from the building.
- Take attendance and account for any discrepancies.
- Wait for further instructions.



A reverse evacuation can occur when a dangerous situation outside requires students and staff to be directed back into the building. Some examples of these dangerous situations include severe weather, police activity in the area, or a dangerous person on the playground.

In the event of a reverse evacuation do the following:

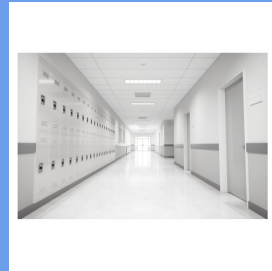
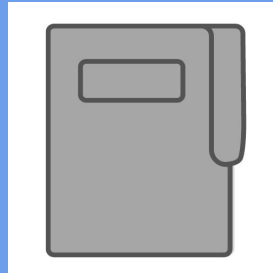
- Direct students back into the building.
- Report to the classroom or to the **Identified Weather Safe Area** in the building.
- Take attendance and account for any discrepancies.
- Wait for further instructions.



A severe weather shelter can occur when a severe thunderstorm or tornado warning is activated.

In the event of a severe weather shelter do the following:

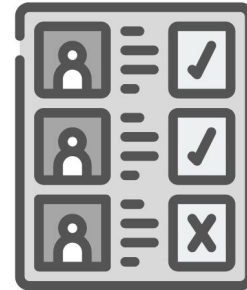
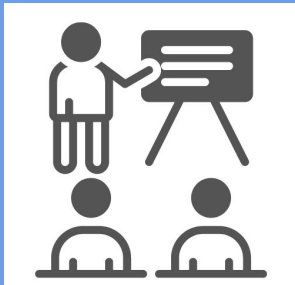
- Take the Emergency Folder.
- Relocatable classrooms are to be evacuated into the main building.
- Report to the **Identified Weather Safe Area** in the building.
- Avoid rooms with open, wide-span roofs (auditorium, gym, media center, cafeteria, etc.)
- Take attendance and account for any discrepancies.
- Wait for further instructions.



A shelter-in-place can occur when there is a danger in the neighborhood or near school property, or the need for heightened awareness of what is going on in the area around the school. The exterior doors to the school building will be locked and monitored to ensure the threat does not come onto the school property. A shelter-in-place is also a response to a biological, chemical, or radiological incident.

In the event of a shelter-in-place do the following:

- Continue classroom instruction.
- Limit hallway passes.
- Listen for announcements regarding bells.
- Take attendance and account for any discrepancies.
- Wait for further instructions.



A drop-cover-hold shelter is for any earthquake activity in or outside of the school building.

If **Indoors** do the following:

- **DROP** to the ground.
- Take **COVER** by getting under a sturdy table or other piece of furniture.
- **HOLD** on until the shaking stops.
- If there isn't a table or desk near you, then cover your face and head with your arms and crouch in an inside corner of the building.
- Stay away from glass, windows, and hanging light fixtures that could fall. Use a doorway for shelter only if it is strongly supported and load bearing. Do not use elevators in the building.

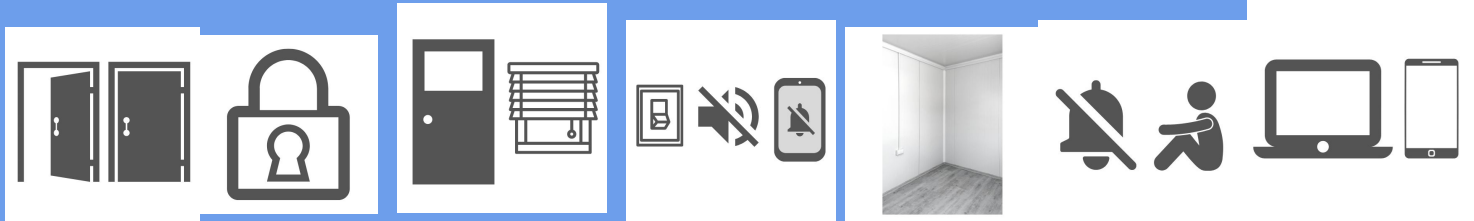
If **Outdoors** stay there. Move away from the building, streetlights, and utility wires.



A lockdown occurs when there is life-threatening imminent danger. If the extent or severity of the danger, threat, or location is unknown, a principal or administrator may elect to activate a school-wide lockdown for the safety of all.

In the event of a lockdown, do the following:

- Sweep or scan the immediate area outside the classroom, if it is safe and practicable to do so, for any students and staff and allow them in.
- Students and staff inside the building, but outside a classroom or office should go to the nearest securable location.
- Students and staff outside the building should move to a predetermined safe location (identified in the school emergency plan) away from the building.
- Lock and secure doors.
- Cover door windows and close blinds.
- Turn off lights.
- Silence electronics.
- Assemble students in a **safe corner** of the room away from doors and windows.
- Remain silent and Ignore alarms and bells.
- You may be directed to check your computer or other device to receive incident updates, if safe and practicable to do so.
- Only take attendance when it is deemed safe and practicable to do so.
- Wait for further instructions.



Situational Awareness

- Being mindful of your surroundings and the overall environment.
- Be mindful of others around you and anything that might seem out of place.
- Assess actions, activities, and occurrences that might affect you.
- Empower yourself and others to “be aware” and “stay aware”.
- When you become more aware, you are better able to identify, assess, report, and avoid threats to you and everyone around you.

A lockdown with options (Avoid, Deny, or Defend) may occur depending on the location and seriousness of an active assailant threat. The Principal/Administrator has the authority to issue a school-wide lockdown and can override Avoid, Deny, Defend procedures when it would be safer to lockdown.

In the event of a lockdown with options, everyone must decide whether to:

AVOID

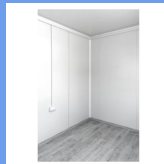
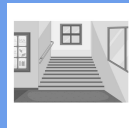
If safe and practicable to do so, **AVOID** the area by quickly moving/fleeing as far away from the threat as possible. Students and staff are empowered to avoid/flee from danger if this can be done safely. Move quickly to a safe location where you cannot be seen by the assailant.

DENY

When you cannot safely AVOID, or it is impossible to do so, lock and barricade your room to **DENY** access to an assailant, following lockdown procedures. You may use **protective assets**, such as desks, chairs, file cabinets, tables, etc., to place against a door to block or **DENY** entry to a classroom or office, if safe and practicable to do so.

DEFEND

As a last resort, act by yourself, or, with age appropriate students who are willing to assist, to **DEFEND** your students and self from the assailant. You may also need to utilize **protective assets** to defend yourself and others against an assailant in a classroom or office.



Communication Plan

- Our first priority is always the safety and well-being of our students, staff, and families!
- When an incident occurs 911 and Department of Systemwide Safety and Emergency Management are notified.
- Our goal is to communicate an initial message and updates in a timely fashion, and our ability to communicate will depend on the extent of the incident and response. Parent Leaders to share updates as appropriate.
- Principal will activate school onsite emergency team when safe to do so and collaborate with police incident commander to determine threat level and needed response
- Note if Montgomery County Police Department takes command of emergency communication may be delayed to ongoing investigation
- Montgomery County Police determines when incident is safely resolved
- Administration reaches out to school parent leadership (i.e. PTA President, NAACP Rep, MCCPTA Cluster Chair)
- Administration works with director/security to support further communication
 - Coordinate frequent messages to be sent to the community at regular time frames (i.e. every 20 minutes)
 - Ongoing communication continues until emergency is resolved
 - On scene post incident review with Police/law enforcement, Principal, central office
- If Law Enforcement or Fire & Rescue take command of an emergency situation, updates will be provided in collaboration with our safety partners.
- Summative communication sent to community with appropriate details of incident, available supports to students in collaboration with office of school support and well being and the system medical officer.







Additional Resources

Emergency Preparedness Response Quick Guide 2022-2023

Emergency Preparedness Drill Requirements:

The State of Maryland requires six annual mandated drills: lockdown, shelter-in-place, evacuation, reverse evacuation, severe weather drop, cover, and hold (earthquake), and also strongly encourages the practice of a Lockdown with Options (Avoid, Deny, Defend).

Some of these drills can be combined, such as a lockdown and shelter-in-place or an evacuation and a reverse evacuation.

 **LOCKDOWN**  **EVACUATION**  **REVERSE EVACUATION**  **SHELTER IN PLACE**  **DROP, COVER AND HOOD SHELTER**  **SEVERE WEATHER SHELTER**

Students, parents/guardians, and staff must be informed of the expectations for each drill in the event of an actual emergency.

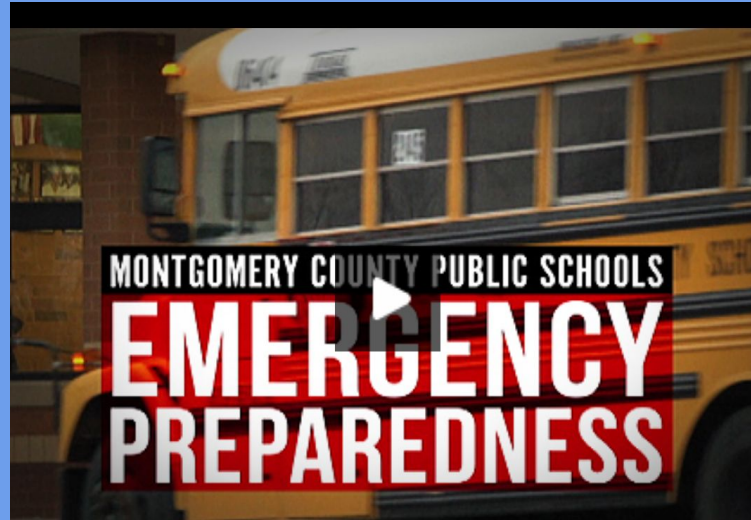
In addition, all schools must practice fire evacuation drills. For schools that are **fully protected by automatic fire sprinklers**, five fire evacuation drills are required, two of which must be conducted during the first four months of school. For schools that are **not fully protected by automatic fire sprinklers**, eight fire evacuation drills are required, with at least three during the first four months of school.

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Emergency and Non-Emergency Incident Reporting

In an emergency situation, call **911**
In a non-emergency situation, call the MCPS non-emergency number **(240)683-1600**



Questions

