

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

## LOCKDOWN! LOCKS, LIGHTS, OUT OF SIGHT.

### STUDENTS

Move away from sight  
Maintain silence  
Prepare to Evade or Defend

### STAFF

Lock interior doors  
Turn out the lights  
Move away from sight  
Do not open the door  
Maintain silence  
Prepare to evade or defend



## LOCKOUT! SECURE THE PERIMETER.

### STUDENTS

Return inside  
Business as usual

### STAFF

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



## EVACUATE! (To the announced location.)

### STUDENTS

Bring your phone  
Leave your stuff behind  
Follow instructions

### STAFF

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



## SHELTER! (For a hazard using a shelter strategy.)

### STUDENTS

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold

### STAFF

Lead safety strategy  
Take attendance

