

## EMERGENCY PREPAREDNESS RESOURCES

FEMA for Kids

<http://www.fema.gov/kids/>

FEMA for Parents & Teachers

<http://www.fema.gov/kids/teacher.htm>

Be Ready Campaign

<http://www.ready.gov/>

Emergency Management Institute  
(Independent Course Studies)

<http://www.fema.gov>

Citizens Corps

[www.citizencorps.gov](http://www.citizencorps.gov)

Ready or Not?

[www.readyregion.org](http://www.readyregion.org)

American Red Cross

[www.redcross.org](http://www.redcross.org)

### Contact Information

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## The School District of Philadelphia

The Office of School Safety

Readiness & Emergency Management

**215-400-SAFE**



**SAFE  
EXPECTATIONS**

Parent Tips for  
Emergency  
Preparedness &  
School Safety

# SAFE EXPECTATIONS

## BEFORE

### Parent Connection

The safest place for your child during a major incident is at their school. Please update your:

- ✓ Emergency Contact Person
- ✓ Local and Distant Emergency Contact Numbers

### Safety Planning

Every school has an individualized School Safety Plan in place to ensure **ALL** students are safe. Check for your schools:

- Emergency Rally Point
- Evacuation Relocation Site
- Universal Emergency Response Procedures

### Visitor Management

**ALL** visitors are required to sign-in at the visitor's desk and get a visitor's pass. Please be ready with:

- State Issued Identification
- Student's Name and
- Purpose of Visit

**PLEASE REMEMBER TO  
SIGN-OUT  
WHEN YOU LEAVE THE  
SCHOOL**

## DURING

### FOR THE SAFETY OF ALL STUDENTS, DURING A SCHOOL-WIDE INCIDENT PARENTS ARE:

- Encouraged **NOT** to initially report to the school
- Asked to cooperate with school officials and emergency personnel

### Universal Emergency Response Procedures

**Evacuation:** Students take the closest and safest way out as posted. This is used when conditions outside the school are safer than conditions inside.

**Reverse Evacuation:** Students are moved as quickly as possible back into the school building. This is used when conditions inside the school are safer than conditions outside.

**Lockdown** - All school entry points are locked. Students are cleared from the halls immediately and report to the nearest available classroom. No entry or exit of the school is allowed.

During a Lockdown, there are three (3) ways to secure the building:

- **HOLD** – used when there is an emergency in or around the building i.e., group/major fight, medical emergency, student abduction
- **SECURE** – used when there is danger in the surrounding community, i.e. police searching for a criminal suspect in the area, bomb threat
- **LOCKDOWN** – used when there is a direct threat to the school, i.e. active shooter, armed intruder

**Shelter-in-Place:** Students are cleared from the halls immediately and report to the nearest available classroom or designated location.

## AFTER

### Parent/Guardian/Child Reunification

In the event that a school incident requires the emergency release of students, every possible effort will be made to contact parents and/or guardians.

When authorized by School District or Public Safety Officials, the school's staff will initiate the **orderly** release of students to parents and/or guardians.

In order for students to be released to parents or emergency contact person, they must:

- Be listed on the Emergency Contact Card (EH-4/Blue Card) **and**
- Present valid state issued photo identification to school staff