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**

<table>
<thead>
<tr>
<th>Hazard</th>
<th>Safety Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tornado</td>
<td>Evacuate to shelter area</td>
</tr>
<tr>
<td>Hazmat</td>
<td>Seal the room</td>
</tr>
<tr>
<td>Earthquake</td>
<td>Drop, cover and hold</td>
</tr>
<tr>
<td>Tsunami</td>
<td>Get to high ground</td>
</tr>
</tbody>
</table>

**STAFF**
- Lead safety strategy
- Take attendance