

# Spotlight on Health & Safety



## Safety message – PRSD safety protocols and communication

Schools are considered to be the safest places in our communities. However, in reality, an emergency can happen anywhere at any time. It is imperative that our families are informed of various safety protocols and how we will communicate if and when an emergency occurs.

### Evacuation

- There is a possible danger **INSIDE** the school. Examples can include fire, chemical spill or gas leak.
- Students will be escorted by staff to a safe location away from the school
- If required, students will be transported to predetermined evacuation centres. Students will be released using student release procedures.
- No one will re-enter the school until the school is safe for re-entry.

### Shelter in Place

- There is an **ENVIRONMENTAL** emergency in close proximity to the school, outside the school on school grounds and/or unrelated to the school. Examples can include; dangerous goods spill, wildlife on the playground or tornado. If the threat is immediate, students and staff will be gathered in to safer spaces, such as away from walls and large vented areas.
- Access to and from the school will depend on the environmental emergency.

### Hold and Secure

- There is an emergency situation in close proximity to the school, **OUTSIDE** the school on school grounds/and or unrelated to the school.
- All exterior doors to the school are locked.
- The school operates as normal inside the school walls. Any outdoor activities, field trips are cancelled.
- As the incident is occurring outside, access to and from the school is restricted and carefully monitored.

### Lock Down

- A lock-down protocol is initiated when there is an immediate threat of violence to the students and staff inside the building.
- The main objective of a lock-down is to protect the maximum number of people by getting behind locked doors.
- In a lock-down situation, students and staff will be locked in secure areas and the school will **NOT** operate as normal. No one will be allowed in or out of the school.

### Communication during an emergency

During an emergency, we will make every effort to contact parents directly. Depending on the emergency, it may not be possible to send out information until after the incident has ended. Once it is safe to do so, parents will be contacted through direct phone calls, electronic messages, radio alerts, and website and social media updates. We strongly encourage parents not to come to the school during

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an emergency unless directed to do so. Although your natural instincts in an emergency may be to go to the school to safeguard your child, please understand that doing so could impede the response to the situation. During any emergency, our first priority is the safety of our students and staff and we work closely with emergency personnel and the appropriate agencies to keep our students and staff safe. Parents and guardians can assist with our emergency planning by ensuring your child's emergency contact information is up to date with the school and transportation office. We also encourage families to follow the PRSD and local school facebook pages where updates may be posted depending on the emergency.

Safety Advisory Committee