

A PARENT GUIDE TO SCHOOL EMERGENCIES

Safe & Secure Schools



Commitment

The Plum Borough School District is committed to maintaining a safe and secure learning environment for our students, staff and visitors. The District has established policies and procedures that have been designed to effectively deal with an emergency incident should it occur. Our policies and procedures were established in conjunction with the Plum Police Department and follow the guidance of the PA Department of Education.

Emergency Drills

We have altered our emergency drills for the 2017-2018 school year. Every school will conduct fire, bus evacuation, school evacuation, school lockdown, and severe weather drills.

Important

Weapons of any kind are strictly prohibited on District property, including inside vehicles that are parked on school property.

Visiting Our Schools

All Plum Borough School District schools have secure entrances. All visitors are required to use the main entrance, identify themselves and state their purpose for visiting. Upon entrance, visitors are to go directly to the office and present a valid photo identification to obtain a visitor's pass from our Raptor background system.

Keep Student Emergency Information Current

During an emergency, it is vital that our schools have accurate and up-to-date emergency contact information for every student. Please update telephone and email addresses through the Parent Portal, Sapphire <https://pbsd-sapphire.k12system.com/CommunityWebPortal/Welcome.cfm>. Our main emergency notification outlet and primary communication tool is **Plum Connect**. Update your information at www.pbsd.k12.pa.us/plumconnect.aspx. Plum Connect is free and anyone can subscribe. In an emergency situation we may also send notifications via the District website, Twitter, Facebook or Constant Contact depending on emergency type and time constraints.





Brief ALICE overview

The District has trained staff and is beginning to train secondary students in the principles of ALICE (Alert, Lockdown, Inform, Counter, Evacuate) in the event that an armed intruder enters a school. ALICE is a Nationally recognized program and is quickly becoming the standard for best practice.

- Alert - Know what is going on and where the threat is occurring
- Lockdown - Secure the door and create a barricade to deter entrance into a room
- Inform - As a situation rapidly unfolds, update all so they can make good decisions
- Counter - If necessary, as an intruder enters a classroom, all should disrupt and distract the intruder by throwing objects or swarming
- Evacuate - If possible, staff and students are encouraged to get away from the situation as quickly as possible, get outside and proceed to an established rally point

How can Parents Help in an Emergency Situation

For the safety of everyone, parents are asked to wait for instructions from the District on how to reunite with their child. In an Emergency Situation:

- Refrain from calling the School or District Offices, you may tie up telephone lines or distract personnel from the prescribed purpose.
- Refrain from traveling to your child's school and follow instructions for reunification. When parents arrive at the school to remove their children, the reunification process is delayed and personnel are diverted to address a minority of students. Additional traffic and people on scene will interfere with first responders and evacuation procedures.
- During the reunification process, only individuals who are listed in Parent Portal, Sapphire, are permitted to remove students from school. All individuals must have a valid ID. High School students are not permitted to leave school or transport students prior to the end of the school day.

Parent Programs

August 23, 2017 - ALICE

November 15, 2017 - Drug & Alcohol

February 28, 2018 - Mental Health Awareness

(info coming soon)

Candle, Inc. - *Reality Tour*, Community Based Drug Prevention - Middle School students and Parents

