

BASD STANDARD SAFETY RESPONSE PROTOCOL

EVACUATE

“Announce Type and Location”

Evacuate is called to move students and staff from one location to another.

Students:

- Leave belongings behind
- Form a single file line and stay silent
- Evacuate through pre-determined exits
- Be prepared for alternatives (change of method/alterior exit/etc.)

Teachers:

- Grab roll sheet
- Lead students to evacuation locations/pre-determined rally points.
- Take roll, account for all students

SHELTER

“Announce Type and Method”

Shelter is called when the need for personal protection is necessary. This may be escalated to another response.

Types:

- For Severe Weather (Tornado, Earthquake, etc.)
- For Bomb (unless evacuating, depends on circumstances)
- For Hazmat

Methods:

- Drop, cover and hold
- In silence to hear directions

Students:

- Use appropriate method

Teachers:

- Take roll, account for all students

LOCK IN

“Secure the Interior”

Lock in is called when there is a potential hazard or medical emergency inside the school building. This may be escalated to another response.

Students:

- Return to inside of classroom
- Conduct business as usual

Teachers:

- Recover students and staff from outside the classroom
- Increase situational awareness
- Conduct business as usual
- Take roll, account for all students

LOCKOUT

“Secure the Perimeter”

Lockout is called when there is a threat or hazard outside the school building. This may be escalated to another response.

Students:

- Return to inside of building
- Conduct business as usual

Teachers:

- Recover students and staff from outside the building
- Increase situational awareness
- Conduct business as usual
- Take roll, account for all students

LOCKDOWN

A Lockdown is called when there is an ACTIVE THREAT INSIDE the building.

Prepare to utilize the Run, Hide, Fight Response Paradigm

All exterior doors and classroom doors are locked and students and staff stay in their classrooms. Prepare to utilize the Run, Hide, Fight response paradigm

Communicate through the use of NaviGate and/or any other resource

Maintain light & noise discipline

TEACHERS, STAFF, AND STUDENTS

- **Return all students/staff inside the nearest classroom**
- **Lock the door and pull down the “Lockdown Shade”**
- **You may barricade entry points utilizing available materials**
- **Turn off lights**
- **Stay Quiet**
- **Assess for injuries**
- **Prepare to Run or Fight**
- **Communicate through NaviGate or any other available resource**

**** If running is not a safe option, actively hide in the safest place possible. Active Assailant incidents are rapidly evolving situations. Therefore, it is possible that students and staff may be required to use more than one course of action in the Run, Hide, Fight response paradigm.**