



School Emergency Preparedness Information for Families

Stay Put

Stay Informed

Stay Ready

Refrain from texts and calls

From hypothetical tanker spills and gas leaks to fires and lockdown scenarios, staying informed and having a family plan is a vital part of school emergency preparedness. Circleville City Schools goes to great lengths to provide a safe environment for our students, staff, and community while on campus with safety as our number one priority.

STAY PUT

- Refrain from rushing to the school in the event of an emergency – extra traffic around the school keeps first responders and emergency personnel from reaching the school in a timely manner.
- Additionally, dependent upon the scenario your child may not be at their regularly attended school building and you may unintentionally put yourself in harm's way by visiting the school during an emergency.

STAY INFORMED

- In the event of an emergency the district will notify our families and provide updates on the following platforms:
 - OneCallNow automated phone service
 - CirclevilleCitySchools.org website alerts on all web pages
 - Twitter.com/CirclevilleCity
 - Circleville City Schools Facebook Account

STAY READY

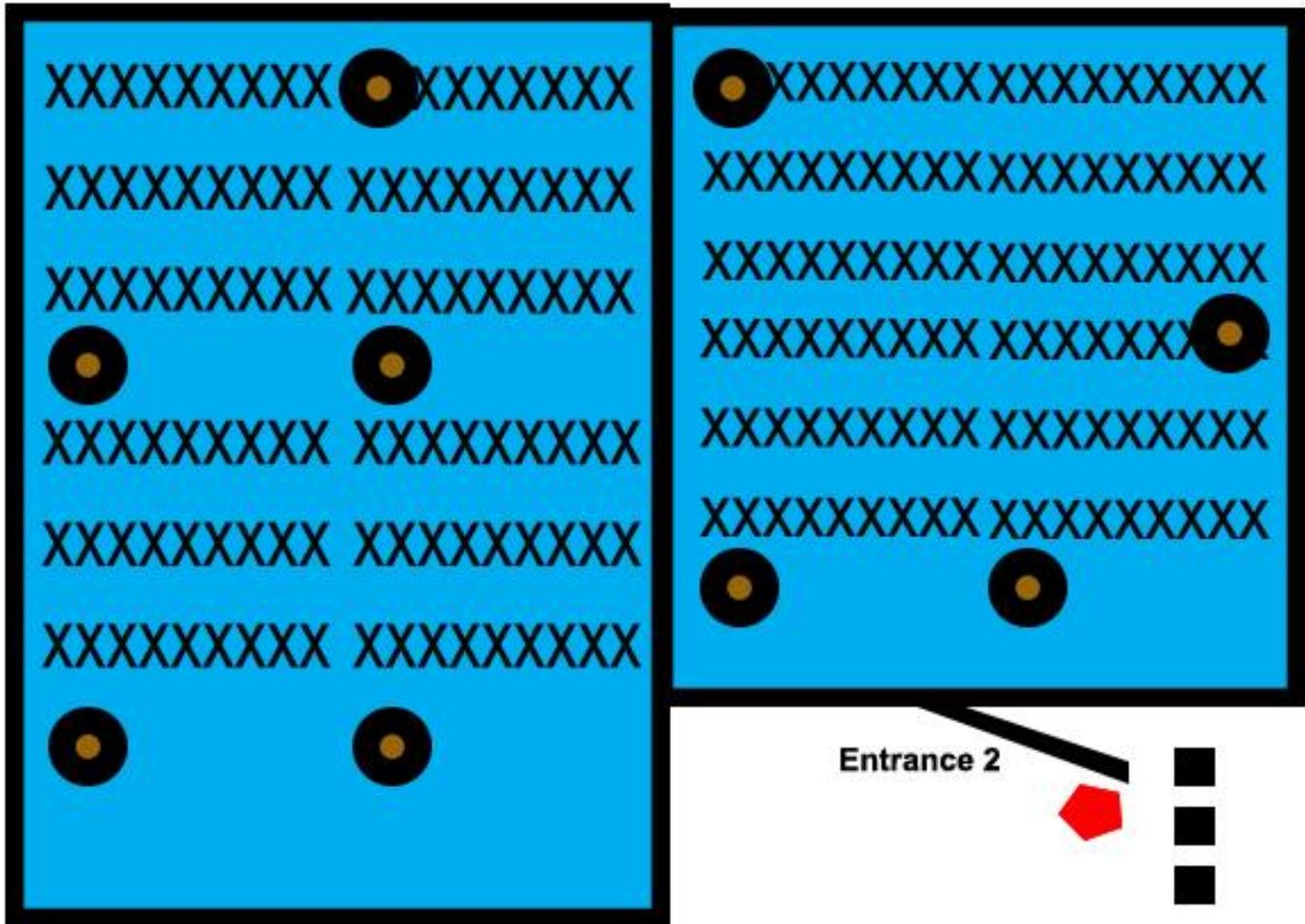
- As soon as the scene has been cleared, the district will announce reunification points for families away from the emergency when law enforcement has enabled us to release that information.
- Please be advised that the reunification process does not always happen quickly and as a district we do not publicly release information regarding reunification points ahead of time as to preserve the safety of those sites should they be in use. Once law enforcement has given the

district permission to do so we will contact families on the OneCallNow system where those reunification points will be located and how to pick up their children.

REFRAIN FROM TEXTING AND CALLING

- If your son or daughter is in a lockdown situation, a text or a call may put them in danger if their phone is on vibrate or the ringer is on.
- When your child is safe they will be permitted and encouraged to contact you from their personal mobile device.

OFF-SITE MOCK REUNIFICATION SCENARIO



Entrance 1

Entrance 2



Parent Check-in Station
*Must have I.D.



Parent Check-in Station
*Must have I.D.

| | | | |
|---|--|---|------------------------|
|  | <i>Instructional/supervising staff</i> | | |
|  | <i>Administration and check-in staff</i> |  | <i>Law Enforcement</i> |
|  | <i>Parents</i> |  | <i>Students</i> |

SCHOOL SAFETY PROCEDURES

While we cannot go into every safety measure we undertake as to preserve the sustainability of our school emergency preparedness plans with local law enforcement, below are some of the daily, weekly, and annual measures and precautions we take as a district:

1. Local Drills – the Circleville City School District (CCSD) follows, trains, and implements the active shooter ALICE training and the National Incident Management System (NIMS) program for emergency preparedness preparation and response. Additionally, the district completes monthly emergency drills and evacuations from all buildings in regards to fire and tornado contingencies.
2. City/County Drills – Every year, and on a three-year rotation, the district conducts safety table top exercises, building evacuations drills, and full scale evacuation drills in conjunction with city and county first responders to test and refine our current evacuation and safety procedures. As a district, we have open lines of communication with law enforcement and routinely meet regarding student and campus safety trainings and trends within our District Safety Committee.
3. Through a partnership with the Circleville Police Department we have a Community Resource Officer on site daily, additional officers assisting with arrival and dismissal traffic daily, and work hand in hand with the Pickaway County Sheriff's Office on numerous safety initiatives including work with Deputy Dale Thomas, and Officer Mile, who are on site frequently throughout the year facilitating the county DARE program. City and/or county law enforcement are also on site after hours for home athletics contests.
4. Buildings on our campus feature vestibule-style, front office entrances that are locked electronically. Visitors entering the building must hold a school-issued scan badge and/or be electronically permitted to enter or leave the front vestibule area in each of the main offices. Beyond those offices, all external doors are locked electronically and warrant an electronic scan badge as well to access those doors. Throughout the building, HD security cameras line each hallway, corridor, entrance and exit, and main gathering area.
5. All building visitors throughout the school day check in at the front office utilizing the School Gate Guardian system which cross-checks state issued I.D.'s with a number of local and federal databases to ensure we are allowing only permissible individuals in our building to interact with our students in an academic capacity.
6. Mental Health Counseling – Because we believe in the mental and physical health of our students we have five mental health counselors on our campus through a partnership with The Counseling Source, LLC, beyond our own school guidance department. While we work closely with these individuals on the evolving social and emotional needs of students within our care, parent/guardian sign off is needed before they can be seen by one of these highly qualified clinical professionals.

7. In recent years, upgrades to some district telecommunications and two-way law enforcement grade products have taken place that are linked to city dispatch. In the event of a natural disaster or crisis, these radios are specifically designed to minimize barriers in communication when needed the most.
8. From a volunteering standpoint, it is board policy and best-practice safety protocol that all adults working with school age children in the district have a clear BCI and FBI report on file at our central office.
9. Incident reporting – Our website and school app offer our students and families the ability to report anonymous, suspicious concerns (to include bullying) regarding any issue they encounter in our schools.
10. Social Media threats and our “See something, say something” campaign –

Further, we recognize that students, families, and the community play a vital role in assisting the district in maintaining a safe school environment– they hear the rumors, see the suspicious behavior and understand the risks. Regardless of how insignificant an online threat may appear at first, always exercise caution and contact law enforcement if you or your child encounter a post on social media that could be deemed a threat. Because of strong relationships with our students and parents, often times schools and law enforcement are able to uncover, investigate and intervene before a threat can be carried out.