

School Emergency Information Guide

Safety Terms & Procedures

In the event of an emergency it is important to know these terms

- SHELTER-IN-PLACE

Shelter in Place is used when the administration needs to take full control of the Monty Tech Campus. During a Shelter in Place you need to stop teaching turn off machinery and focus on accountability. The campus will follow all directions given by the administration.

- A.L.I.C.E.

Alice Stands for, Alert- Lockdown- Inform- Counter- Evacuate and is a comprehensive preparedness program utilized in the event of a violent intruder attack. The primary focus of the program is survival for those who find themselves under attack and the actions they can take until police arrive. Several State and Federal agencies, including the United States Department of Education, have stated that "Lockdown" as a single response to an active aggressor situation is no longer recommended. Other options must include Evacuate Hide or Take Action.

- Evacuation

In the event of certain emergencies, students will be relocated to an evacuation assembly area. Students will be released to parents / guardians through a formalized reunification process to ensure the safety of all students.

For Parents and Guardians

When and Why Are students and Staff directed to Shelter-in-Place, or to follow the **ALICE** protocol?

SCHOOL EMERGENCY RESPONSE

A school crisis can take a number of forms including an environmental event, such as a chemical spill or a gas leak; a weather emergency ; or an intruder in or near the school. The type of crisis dictates whether school officials will put the school into a **shelter in place, evacuation** or initiate **ALICE** protocols, as a means to ensure the safety and well-being of students and staff.

Parents Responsibilities During a School Emergency and Reunification After a School Emergency

In an emergency, the first instinct as a parent is to pick up the telephone and call the school or to come to the school to get your student. The truth is, this will only complicate matters from a safety and security standpoint.

Parents too close to an incident can hinder the rescue attempts of police and fire officials on the scene. The best action for parents can take in an emergency is to stay close to their phone and to monitor local radio and TV reports for updates



HOW CAN YOU HELP?

Ensure that your student's emergency contact information is accurate and current.

Become familiar with our schools emergency proce-

Alert
Lockdown
Inform
Counter
Evacuate

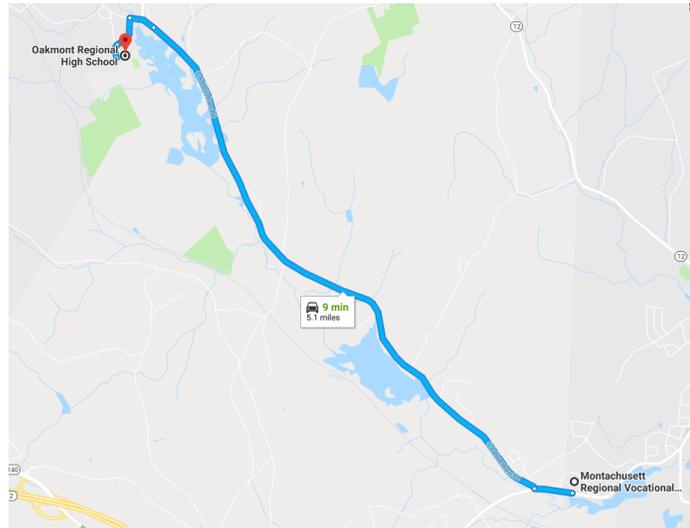
Reunification Site

Parents / Guardians will be directed by school or public safety officials to our schools reunification site.

Based on Monty Tech's Emergency Operations Plans, students will be released to authorized parents / guardians at the reunification site. The reunification process can be time consuming , parents are urged to be patient.



Oakmont Regional High School
9 Oakmont Drive, Ashburnham



IN CASE OF A SCHOOL EMERGENCY

DO tune into local TV/Radio for official news alerts

DO rely only on official communication from school or public safety officials

DO listen for official information regarding reunification with your student

DO NOT call or show up at the school. Your presence could interfere with emergency responders.

DO NOT phone your student or the school. Staff and students are discouraged from using cell phones for safety reasons

BE PREPARED FOR A SCHOOL EMERGENCY

Ensure that your student's emergency contact information is accurate and up to date .

Monty Tech is committed to providing accurate and timely information in the event of an emergency.