

## Communication

It is understandable that parents will want to get in touch with their children in the event of an emergency. However, trying to call your child's cell phone may prevent them from hearing important, even life-saving information. Students will be able to use cell phones if they need immediate assistance and once they are safe. Please avoid calling the school during an emergency-the school staff will be dealing with the situation and may not be available to answer the phone. Parents should use the communication resources listed in this brochure to get information during an emergency.

### Finding your child after an Emergency

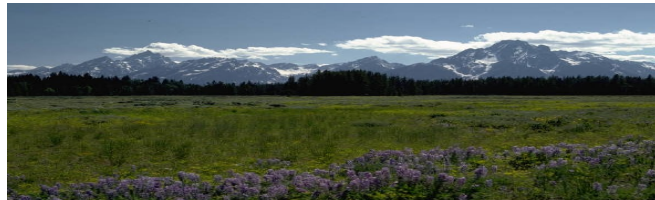
Parents will be informed through the local media and/or by the school's automated calling system about when and where you can be reunited with your child.



## We Are Prepared

As a parent, you should feel confident that Calhan School District RJ-1 has an extensive emergency plan that is modeled after the National Incident Management System. But our plan doesn't just sit on a shelf. Yearly trainings are conducted, both at the district level and school level, to keep our staff prepared for emergencies. In addition, every school has emergency drills throughout the school year.

We hope this guide helps you be prepared and informed about school emergencies. Through a partnership with students, staff, parents and the community, we can all help keep our schools and our children safe.



"Promoting high standards and social responsibility"

### *Calhan School District RJ-1*

780 Eighth Street  
Calhan, CO 80808

719-347-2541

[www.calhanschool.org](http://www.calhanschool.org)

## *Parent's Guide to:*



## EMERGENCY SITUATIONS

### AT SCHOOLS

Calhan School District RJ-1 is committed to ensuring the safety and security of our students, staff and visitors. This guide contains useful information that we hope every parent will become familiar with in the event of an emergency

## Emergency Preparedness

During an emergency situation, school officials must act quickly to secure schools, safeguard students and staff, and communicate promptly. Parents can help by being prepared before an emergency happens. Here are a few critical things you can do:

- Give school officials accurate contact information.
- Talk to your children about what to do, where to meet and how to contact you.
- Provide names and contact information for people authorized to pick up your children.
- Notify school officials if you see a dangerous or suspicious situation at school.
- If your child is on medication please refer to the school district medication policy for requirements.



## What to do during a School emergency

In an emergency situation, your first reaction may be to call or come to the school. While that is a natural response, it may interfere with emergency agencies that are dealing with the situation. We ask that instead of going to the school, you get information from the following sources:

Call the Calhan School District Office

719-347-2541

Visit the Calhan School Web Site

[www.calhanschool.org](http://www.calhanschool.org)

Tune to local TV and radio stations  
for news alerts

Call the El Paso County Sheriff

719-390-5555

### School Actions:

**Lockdown** secures the building and safely shelters all students, staff, and visitors inside the school building.

**Shelter-in-Place** is a modification of a lockdown which moves students, staff and visitors away from rooms on the perimeter to safe areas within the school.

**Evacuation** requires students, staff, and visitors to exit an unsafe school building.

## What types of emergencies might impact my child's school?

All emergencies impact schools including local and national events. Here are some examples of emergencies with actions that a school may take in response:

**Severe Weather** (hail, snow, tornado) - may result in a shelter-in-place.

**Missing Person or Student**—may result in a lockdown.

**Fire**—may result in evacuation or shelter-in-place depending on location and severity of fire.

**Weapons**—may result in an evacuation or a lockdown.

**Bomb Threat**—may result in an evacuation.

**Chemical/Hazmat/Biological Materials**—may result in an evacuation or a shelter-in-place depending on the location and type of incident.

**Intruder**—May result in a lockdown or evacuation.

Only Public Safety  
Officials will be  
allowed into a  
building in a lock-  
down situation

