PARENT INFORMATION REFERENCE SCHOOL EVACUATION PROCEDURES

The Huntington Beach Police Department (HBPD) has developed a comprehensive school evacuation plan that will be used in the event of a critical school incident that requires an evacuation.

The evacuation plan is designed to protect and keep students safe. Police personnel, school personnel, and city personnel have been trained and are prepared to implement the plan.

In order to help maintain student safety during the evacuation process, the school is relying on parental cooperation.

The following instructions are provided so parents will have an overview of the plan and understand the procedures for reuniting with their child after an evacuation.

OVERVIEW:

- In the event of a critical school incident that requires a school evacuation, designated locations have already been established to determine where the students will be evacuated and where parents will respond.
- The students will be evacuated to the **Huntington Beach Central Library** (7811 Talbert Ave, Huntington Beach, CA 92647) and the parents will respond to the **Huntington Beach Sports Complex** (18100 Goldenwest St, Huntington Beach, CA 92647).

PROCEDURE:

- Notification of the school evacuation will be announced via the Media and the school's means of communication.
- Parents are to respond to the Huntington Beach Sports Complex and look for a *yellow school bus*, which will be parked in the northwest corner of the sports complex parking lot. The bus will be used as a landmark to identify the **Parent Check-In Area**, which is where parents will fill out a check-in form for each child they want to pick up.
- **DO NOT GO TO THE SCHOOL** as this will slowdown the evacuation process and will result in delays in family reunification.
- After parents fill out a check-in form, they will wait at the **Student Release Area** which is located at the Turf Soccer Fields at the sports complex.
- When the child is ready to be released, the child will be escorted by school personnel from the library to the Student Release Area where the child will be released to the parent.