

Tara Oaks Elementary Emergency Protocol

What are emergencies?

- Severe weather
- Earthquake
- Hazardous materials
- Serious accident
- Student or staff injuries or illness
- Threat of harm

How will you know there is an emergency at your child's school?

Schools will communicate to parents through:

- TV and radio media, and
- Automated phone calls when possible.

What will school staff do when there is an emergency at school?

Every school has a team of staff members who have received specialized training.

This School Emergency Response Team (SERT) and other school staff members are prepared to work together with community emergency response departments to care for and protect children, staff and all others present when an emergency occurs. All schools have a safety plan which is aligned with Collierville Schools' Comprehensive Safety Plan.

What should parents do when an emergency occurs at their child's school?

DO

1. Obtain instructions by listening to TV and radio media.
2. Follow instructions regarding the location for picking up your child. Your child will ONLY be released to those persons listed in your emergency information.
3. Bring your photo I.D.
4. Report to the reunification/pick up area.
5. Help preserve order by being patient and assisting as needed.

DON'T

1. Don't call the school. Jammed phone lines will prevent school personnel from making emergency calls.
2. Don't enter the school and search for your child. School staff will release children in an orderly fashion. This procedure will account for every child and prevent the possibility of injury.
3. Don't block school driveways. Driveways will only be used by emergency vehicles.