

**LUMBERTON ISD**  
**PARENTAL EMERGENCY INFORMATION**

Lumberton ISD will place emergency notices on the district website.

The safety of LISD students and staff is the first priority in any situation. Emergency Operation Plans have been established at the district and campus levels in preparation of the hazards that may affect our schools. Practice drills are conducted throughout the school year to ensure student and staff awareness. This page contains helpful information in the event of an emergency occurring at one of the LISD campuses. Please review the information below to learn how LISD will protect your child in the event of an emergency.

**EVACUATION:** Requires that all building occupants leave and go to an alternate location. Lumberton ISD has an emergency plan in place to safely evacuate all students and staff.

Key points of the plan in the event that the evacuation means going outside and away from the building include:

- ★ Quick and safe evacuation of the building through pre-determined evacuation routes.
- ★ Evacuation assistance for all special needs students and staff.
- ★ Awareness and notification of damage to the facilities and/or injury to students or staff.
- ★ Immediate first-aid to injured students or staff until First Responders arrive.
- ★ Assemble students at pre-arranged locations and account for all students and staff.
- ★ Keep students assembled until the all-clear is given.

In the event that a hazard exists requiring students and staff be evacuated to an alternative evacuation site, parents will be able to find information about the evacuation in two ways:

- ★ An emergency call will go out to all parents with information concerning the evacuation, including the location of the students.
- ★ Emergency information and notices will be available on the district website.

**REVERSE EVACUATION:** A hazard or threat reported outside the building requires that all students and staff be brought inside the building. Lumberton ISD has an emergency plan in place to safely reverse evacuate all students and staff.

**SHELTER IN PLACE:** Keeps students in their buildings when it is safer to stay inside than to go out. Instances may include severe weather, tornado warnings and possibly hazardous material spills. The emergency plan includes:

- ★ Leading duck and cover drills.
- ★ Quickly and safely removing students and staff from any room or building which might be dangerous in that particular situation and moving them to a safer location within the school.
- ★ Protecting students and staff from any flying debris in an event such as a tornado.
- ★ Sealing off windows/doors and shutting down ventilation units in the event of a nearby hazardous materials spill.
- ★ Account for all students and staff.
- ★ Immediately administer first-aid to any injured students or staff until emergency medical first responders arrive on the scene.

**LOCKDOWN:** In certain instances, a lock-down will require that all students remain in their current classroom until otherwise notified. Students who are not in classrooms will be escorted by staff to a supervised area and remain there until otherwise notified. The emergency plan includes:

- ★ Secure all students and staff inside the school.
- ★ Protect students and staff inside the school and prevent entry and exit from the building if possible until law enforcement authorities provide the all-clear signal.
- ★ Immediately administer first-aid to any injured until first responders arrive.

In the event of a lockdown, parents are **not** to approach the campus. Do not use cell phones to contact the school or your student during an emergency. In certain situations, use of cell phones may create a severe safety risk. Emergency information and notices will be available on the district website and if necessary, the information will be disseminated by School Messenger.

**PARENT-STUDENT REUNIFICATION:** In the event that a campus must be completely evacuated to an alternative evacuation site, information will be disseminated through the School Messenger system calling home numbers, cell numbers and sending emails notifying the parents of the campus involved. The news media – television and radio – will be contacted by LISD and kept up-to-date on all developments, and will be asked to broadcast important information needed by parents, just as they do when inclement weather forces school closings. The message will include information as to the location of the students and the parent-student reunification point. The procedures below will be followed:

Only those listed on the student's emergency information card will be allowed to pick up the student. Those persons picking up a student must have proper identification before a student will be released.

When arriving at the alternate evacuation site, parents should:

- ★ Park in the designated parent parking area being careful not to block bus access or incoming/outgoing traffic.
- ★ Report to the parent-student reunification table.
- ★ Present proper identification to the parent-student reunification table and inform them what student(s) you are there to pick-up.
- ★ The administrator in charge will check the student emergency information card and verify you are authorized to pick up the student(s) and then send for the student(s).
- ★ Parent will be asked to sign for the student and the student will be delivered to you.

The purpose of this plan is to make certain in a crisis situation that all of our students are safe and are reunited with the proper parent/guardian. We understand that this can be a time consuming process during a stressful event and ask for your patience. The safety of your child is the most important issue to us at this time.