

EMERGENCY PREPAREDNESS

Dear Parents,

During a disaster, communication may become challenging. Often it is easier to contact an out-of-area phone number than a local or cell number. Our school has established an out-of-area number to relay information throughout a disaster. Please put this number in a convenient and accessible place at home and at work so that you will be able to get information about your child should local calling become challenging.

Our out-of-area contact is: **Zion Lutheran School**
1400 Skeel Street
Brighton, Colorado
303-659-3443

We encourage you to familiarize yourself with the following disaster plans and policies established by St. Paul's Lutheran School.

EMERGENCY PREPAREDNESS PLAN

AIR POLLUTION PROCEDURES - SMOG/SMOKE/ASH ALERT

1. Keep all children in the school building. Cancel all outdoor activities.
2. Children with special health problems should follow precautions recommended by their personal physician. They should refrain from all vigorous or strenuous activities until otherwise instructed. Masks are to be available.
3. "All clear" will be given by proper authorities.

BOMB THREAT EMERGENCY PROCEDURES

1. Evacuate by signaling a fire drill.
 - Staff and children will follow fire drill procedures
 - Staff and children will meet in a pre-arranged area, designated as the Safe Zone.
2. Notify the proper authorities: Fire and Police Departments
3. Staff will supervise their classes until "All Clear" is given.
4. ALL SEARCHES WILL BE CONDUCTED BY APPROPRIATE AGENCIES.

EARTHQUAKE, VOLCANO, OR SURPRISE ATTACK PROCEDURES

All staff and children must practice in accordance with a fire drill.

1. Response of children to "Drop" command:
 - Get under available equipment (tables)
 - Drop to knees with back facing windows and knees together,

- Bury face in arms, protecting head, and
- Remain in this position until “All Clear” is given.

EXTREME VARIANCE OF TEMPERATURES

HOT WEATHER:

1. Protect children and staff from extremely hot weather.
2. Watch for Heat Exhaustion or Sunstroke.
3. Administer First Aid as needed.
4. Summon an ambulance if necessary.

FRIGID WEATHER:

1. Protect children and staff from the extremely cold weather.
2. Watch for hypothermia and treat accordingly.
3. Masks may be needed to assist with breathing outdoors. No outdoor activities would take place.
4. Summon an ambulance if necessary.

FAILURE/DESTRUCTION OF BRIDGES, DAMS, OR FLOODING

1. Children will be kept at school unless instructed to evacuate according to instructions from the proper authorities: Fire or Police Departments.
2. Children will be released only to the parents/or guardians or to designated persons who have been approved by the parents/guardians.

FALLEN AIRCRAFT PROCEDURES

1. Evacuate, if necessary, according to fire drill procedure.
2. Keep children inside if it is safe.
3. Notify the proper authorities: Fire and Police Departments.

FIRE

- Smoke/fire detectors/fire alarms will signal the emergency.
- Children will be evacuated according to evacuation plans.
- All children will gather at the approved safe place outside of the school.
- Appropriate authorities will be called: Fire and Police Departments; ambulance, if needed.
- Children will not reenter the school until the “All Clear” is given.

LOCK-DOWN PROCEDURES

The purpose of the Lock-Down Procedure is to protect our children and staff from unwanted/dangerous intruders, threatening people, and/or on the advice of law enforcement.

- “Code Red” will be announced to all staff.
- Staff will confirm that all building doors are locked.
- Proper authorities will be notified of the situation.

CONTACT INFORMATION

LOCAL:

Emergency.....	911
Ballard Ambulance.....	(509) 663-6513
Lifeline Ambulance.....	(509) 663-8091
Red Cross.....	(509) 663-3907
Central Washington Hospital.....	(509) 662-1511
Washington State Patrol.....	(509) 663-9721

RADIO STATION:

KPQ.....	AM 560
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NATIONAL:

National Response Center.....	1-800-424-8802
Poison Control.....	1-800-732-6985
American Red Cross.....	www.redcross.gov
Federal Emergency Management Agency....	www.fema.gov

ST. PAUL'S OUT-OF-AREA CONTACT

Zion Lutheran School
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