

Student Emergency Plan

NAME: _____

DOB: _____

1. Evacuation:

- a. Student emergency medications and/or supplies _____ (please list).

√ all that apply:

- will be dropped off with at the health office each a.m.
 - will remain in the possession of the health office at all times, as indicated by the health care plan.
 - will remain in the possession of the secondary level student with a signed independent contract.
- b. When the building is evacuated, the health aide, secretary, or other designated individual will collect the health office trauma kit to take outside.
- c. Health aide or designated individual will evacuate the building with the following:
- a) Trauma Kit (health office).
 - b) Emergency medications (inhalers, Epi-Pens, etc.)
 - c) Emergency supplies (i.e. diabetes kits).
 - d) All students who were in the health office at the time of the evacuation.
- d. Health aide or designated individual will deliver students who were in the health office during the evacuation to their appropriate classrooms and check _____, who may experience health concerns related to the evacuation.

2. Lockout: This occurs when there is police or other emergency activity in the area of a school and consists of locking all exterior doors and denying access to the building to anyone on the outside as well as keeping all students and other persons inside the building until the event has passed.

- 1) Student health care plans will be followed as usual.
- 2) All health office activities are carried out as usual.

3. Lockdown: This occurs when the emergency or police activity is occurring within a school building. All students and staff will follow the “lockdown procedure” and will be situated in locked rooms with lights off, no noise, and no movement allowed.

Note: Police procedures call for entrance into school buildings ASAP during internal school emergencies. Prolonged internal lockdowns are not anticipated.

- 1) The following measures can be reasonably implemented under the conditions which staff and students will be placed during an internal lockdown.
 - a. _____
 - b. _____
 - c. _____

Note: Individual student supplies, which are determined to be needed in student classrooms to address lockdown-related concerns, must be provided by parents just as all other individual health supplies are provided. For example, families of diabetic students may determine that emergency snacks, glucose gel and/or water are warranted in each classroom to address the potential for hypoglycemia in students with diabetes due to missed snack or lunch time. Individual student supplies must only be used for the individual student for which items were supplied (i.e. cake gel, snacks, water etc...).

- 2) Administrator and/or health office personnel will inform police and/or emergency response personnel of medically fragile students and locations. Police/EMS will be asked to respond to medically fragile students on a priority basis.

Parent Signature: _____ Date: _____

RN Signature: _____ Date: _____