

THE BROWARD COUNTY LEAGUE OF CITIES'
SCHOOL AND COMMUNITY PUBLIC SAFETY
TASK FORCE

INITIAL REPORT AND RECOMMENDATIONS

June 4, 2018

Exhibit #26

CHC- Security Action Plan (Page 1 of 3)

Code	Staff Responsibilities	Time
<p>Red</p> <p>FULL LOCKDOWN</p>	<p>Teacher Aide 1: Turn off lights and guide students to the safest area of the classroom. This space should be pre-determined/identified. Kepp away from windows and doors.</p> <p>Teacher Aide 2: Gather students and first aid kit. Ensure classroom door is locked.</p> <p>Site Supervisor: (IF POSSIBLE) Inform staff of the Code Red, verify all children and staff are accounted for.</p> <p>NO MOVEMENT OTHER THAN POLICE & EMS</p> <p>Once all students and staff are in place, remember the following:</p> <ul style="list-style-type: none"> * Remain out of view at all times. Hide in a bathroom or closet if available. * Silence any and all electronic devices. * Remain as close to the floor as possible, crouched or laying down. * Safety of the children and yourself is the first priority. * DO NOT open the door for any reason except for EMS and Police. * Follow all instructions from EMS and Police. * IF HIDING OR ESCAPE IS NO LONGER AN OPTION, FIGHT AS AN ABSOLUTE LAST RESORT. * Chairs, books, fire extinguishers or other items may be used to throw at an intruder, potentially distracting or disarming them. 	<p>Gather all students and items within two minutes</p>

Code	Staff Responsibilities	Time
<p>Yellow</p> <p>Lockdown. Only the Site Supervisor is allowed to move about campus.</p>	<p>Teacher Aide 1: Take attendance, turn off lights, stay away from doors and windows. Await further instructions.</p> <p>Teacher Aide 2: Gather students and first aid kit.</p> <p>Site Supervisor: Inform staff and custodians, make necessary phone calls, verify all children and staff are accounted for.</p> <p>NO MOVEMENT OTHER THAN THE SITE SUPERVISOR, POLICE & EMS</p>	<p>Gather all students and items within two minutes</p>
<p>Orange</p> <p>Building Evacuation.</p>	<p>Teacher Aide 1: Take attendance, turn off lights, go to evacuation site</p> <p>Teacher Aide 2: Gather student files, emergency folder and first aid kit, go evacuation site</p> <p>Site Supervisor: Make all necessary phone calls, verify all students and staff have left the building, go to evacuation site.</p>	<p>Gather all students and items within two minutes prior to evacuation command.</p> <p>Arrive at evacuation site within five minutes.</p>

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Code	Staff Responsibilities	Time
<p>Black</p> <p>Bomb Threat. Depending on the information and location, students may or may not be evacuated.</p>	<p>Teacher Aide 1: Gather children, take attendance. DO NOT use radios, phones or any electronic equipment. DO NOT turn lights off. Await evacuation command.</p> <p>Teacher Aide 2: Gather student files, emergency folder and first aid kit.</p> <p>Site Supervisor: Inform custodians, staff, make necessary phone calls, verify all staff and students are in lockdown or evacuation mode.</p> <p>Custodians: Lock all exterior doors, turn off air handlers and go to a safe place.</p>	<p>Gather all students and items within two minutes prior to evacuation command</p> <p>Arrive at evacuation site within five minutes.</p>
<p>Brown</p> <p>Chemical or Toxic. Depending on the situation, students may or may not be evacuated.</p>	<p>Teacher Aide 1: Take attendance, turn off lights. Await further instructions.</p> <p>Teacher Aide 2: Gather student files, emergency folder and first aid kit.</p> <p>Site Supervisor: Inform custodians, staff, make necessary phone calls, verify all staff and students are in lockdown or evacuation mode.</p> <p>Custodians: Lock all exterior doors, turn off air handlers and go to a safe place.</p>	<p>Gather all students and items within two minutes prior to evacuation command</p> <p>Arrive at evacuation site within five minutes.</p>

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Code	Staff Responsibilities	Time
<p>Blue</p> <p>Medical Emergency</p>	<p>Teacher Aide (All): DO NOT move the child, staff member or individual. Call for assistance to come to the location with a phone. Calmly move other children away from location.</p> <p>Site Supervisor: Bring phone and if possible, student or personnel file to location. Call 911 if needed and inform school personnel. If necessary, go to the hospital with the child or staff member.</p>	<p>1 minute</p>
<p>Purple</p> <p>Behavior</p>	<p>Teacher Aide (All): Call for assistance immediately. Notify Site Supervisor of location, remove other children if necessary. Await further instructions.</p> <p>Site Supervisor: Report to classroom and speak with child(ren) privately. If needed, escort child(ren) to the front desk and call parents.</p>	<p>2 minutes</p>
<p>White</p> <p>Weather Emergency</p>	<p>Teacher Aide (All): Gather children, take attendance and meet in the cafeteria (ONLY IF CONDITIONS ARE SAFE). Move away from all windows and doors. In case of a tornado, follow tornado drill procedures.</p> <p>Site Supervisor: Gather student files, emergency folder and first aid kit. Go to safe place with teacher aides. Make sure windows are locked and closed. Contact parents if weather conditions become hazardous to students and staff safety. In case of a tornado, follow tornado drill procedures.</p>	<p>2 minutes</p>