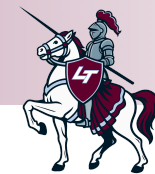


LTSD EMERGENCY GUIDE FOR PARENTS



What Can You Do to Help?

- **Review this information carefully.** Following the steps provided will help school officials, police officers, firefighters, and other first responders do their jobs and focus on the safety of all involved.
- **Keep your child's emergency contact information up to date.** Inform your child's school immediately if your phone number and/or address changes. Additionally, children will only be released to adults listed on the emergency information card, and who have a valid ID.
- **Talk with your child about always listening and following directions** — especially during an emergency.

Report any safety concerns you may have to your child's school principal.

During an Emergency

- **Wait for information from the district.** The latest information will be provided by phone and text message via the district's Smart Alert messaging system through ParentSquare.
- The first priority of building staff and district personnel is to address the emergency at hand and ensure student safety. You will be informed as soon as information is available.
- Information also may be obtained through our district website (loyalsocklancers.org) and/or through our school district Facebook page, [@LoyalsockLancers](https://www.facebook.com/LoyalsockLancers).

Do not come to school until requested to do so.

Arriving at school can interfere with police, firefighters, and other emergency responders. If an evacuation or early dismissal occurs, ParentSquare will provide the established reunification location.

Emergency Terms Parents Should Know

LTSD provides annual emergency preparedness training for all students and staff in grades PK-12.

LOCKDOWN

Students and staff receive training on how to respond during a lockdown or an active threat.

LOCKDOWN DRILL	ACTIVE THREAT
"Locks, Lights Out, Stay Out of Sight"	"Run, Hide, Fight"
Secure the classroom · Turn off lights · Remain quiet · Stay out of sight	Make decisions based on the circumstances · Move to safety when possible

SECURE

During a secure perimeter, all school exterior doors are locked because of a threat in the general area of the school, but not at the actual school campus. Outside activities are brought inside the school. Students and staff may move throughout the building as needed. Entry and exit to the building is controlled and granted on an as-needed basis.

SHELTER IN PLACE

Shelter in Place may be used when there is a potential for harm from hazardous materials that may have been released, and it is determined that an evacuation from the building would put students at risk. It may also occur during a weather-related emergency, such as a severe storm or tornado. This may require moving students to a safer location within the building.

EVACUATION

An evacuation means all staff and students must leave the school building and move to a safe location. When necessary, busses will move students. In the event of an evacuation, parents/guardians will be notified via the district's Smart Alert messaging system (through ParentSquare) where they may pick up their child(ren). Students will be released to parents only after proper ID has been verified.

Current Safety Measures

- **243 security cameras** across its 3 buildings (elementary and secondary campuses as well as the District Service Center)
- **Six school police officers (SPOs)**
- Electrically controlled main-entry access with camera identification
- Electronic key fobs used in all buildings
- Two-way portable radios for district administration and transportation
- RAPTOR for emergency response, accountability, and visitor management
- Detailed emergency procedures and annual training provided to teachers
- Intervention staff at all schools
- Monthly evacuation drills at all schools
- Lockdown/intruder, bus evacuation, and/or weather drills at least twice a year in all schools

Cameras may be monitored from several locations, and cover building entrances, playgrounds, cafeterias, courtyards, and high-traffic areas.

Where to Get Information



ParentSquare: Keep home, work, email, and cell phone numbers current



District Website: loyalsocklancers.org



District Facebook: [@LoyalsockLancers](https://www.facebook.com/LoyalsockLancers)

LTSD Department of School Safety & Security

Act 55 School Safety & Security Coordinator

Mike Knight · 570-220-0180

School Police Officers

- Derek Hartman
- Mike Knight
- Paul McGee
- Bret Myers
- David Podgorney
- Tim Pohlig