

# Important Information for families of elementary school students

## What if there was a school emergency...?



Your first response might be to phone the school, or, if you couldn't reach anyone at the school, just get into your car and go...


BUT, is that the right thing to do?





Please read the enclosed information and talk to your children to ensure you and the student(s) in your family respond appropriately and effectively to an emergency or disaster situation at the school.

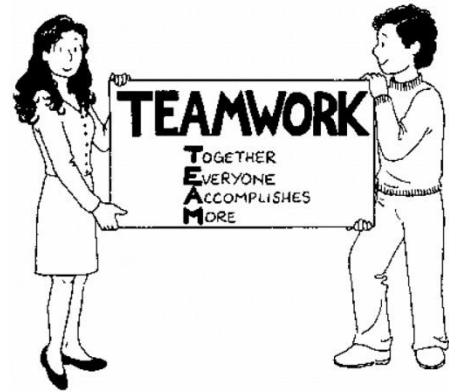
Your informed and measured response will help the school to manage the emergency effectively and will assist the student release procedures that your school has put in place.



 **DO NOT** phone the school following an emergency or disaster event. Telephone lines may be needed for emergency communications. Listen to the radio for information and updates.

 If you are at home, **DO** ensure your home is safe to return to with your son or daughter.

 **DO** walk to the school if possible; **DON'T** drive! Streets may be littered with debris. School access routes and street entrances must remain clear for emergency vehicles.



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# Family Emergency Preparedness



You need to be ready to care for your family and respond effectively after an emergency or disaster, whether at home, school or work.





Preparing ahead can reduce the fear, anxiety and loss that can accompany an emergency event.

Consider signing up for one of the North Shore's free emergency preparedness workshops. You will be better able to help family and friends, and the courses are **fun!** For more information on workshops, call the North Shore Emergency Management office (NSEM) at **778-338-6300** or check the website at [www.nsem.info](http://www.nsem.info) for course information.



# Talk to your kids

We strongly recommend that you speak to your son or daughter about the following:

-  That **their school has emergency plans** in place to ensure student safety immediately following an emergency or disaster event.
-  The potential risk of **gas leaks, downed “live” power lines, debris, etc.** which may make streets and roads impassable and therefore not safe for your son or daughter to attempt to walk home, regardless of their age.
-  The **importance of remaining at the school** until given instructions by authorized school staff and/or First Responders.
-  The **importance of the student release procedures** at the school and that you and your son or daughter needs to follow the school student release procedures.

## What is Student Release?

**Student Release** is the process a school follows to dismiss students in an emergency or disaster situation. Three types of releases:

**“Regular release”** - the day-to-day process that might also be used in the event of a minor incident such as a power failure.

**“Controlled release”**- when there is a moderate level of risk to release “regular”, such an impending severe storm.

**“Full scale emergency release”** used only in an enhanced state of risk (e.g. fire, sudden death), when students may be emotionally traumatized, and includes extreme emergencies such as an earthquake. The latter two student release procedure involves parents or designated alternate guardians signing students out in a safe, controlled and managed process. You will be asked to bring ID, wait in line; this process could be slow. Your patience will be greatly appreciated.



In the event of a **Controlled or Full Scale Emergency** which poses the highest levels of risk to students, the school will respond as follows:

- ✓ Students will only be permitted to leave the school grounds with an authorized adult (19+ years old) as listed on the Student Release Form.
- ✓ School personnel will ensure form is complete with student's name, grade, destination address, time, name and signature of person accompanying student.
- ✓ The Student Release Information form will be kept on file.

NOTE: Student Release Forms will be sent home each September to be completed by parents/guardians.

**Assessing the community as “safe” during a Full Scale Emergency shall be done in consultation with Emergency Responders and the School Board Emergency Operations Centre (EOC).**

**Students will only be released from the school to an authorized adult (as listed on the student release form) and it is deemed safe to do so.**

**These School District Student Release Procedures have been developed with your child's safety as the top priority.**

For more information, contact the North Vancouver School District at 604-903-3444, or at [www.sd44.ca](http://www.sd44.ca).

