

EARLY DISMISSAL PLAN (NO IMMEDIATE THREAT)

HIGH SCHOOL PLAN

1. ONCE THE SUPT. HAS ANNOUNCED SCHOOL WILL BE DISMISSED, ALL STUDENTS WILL BE RELEASED TO THE OLD HIGH SCHOOL GYM AND PLACED IN THE STANDS IN DESIGNATED AREAS. STAFF MEMBERS WILL ASSIST IN LOCATING AND ESCORTING STUDENTS FROM THE STANDS TO THE FOYER FOR PICKUP BY GUARDIAN/PARENT ON FILE, NO EXCEPTIONS.
2. PARENTS WILL PARK ON NORTH 4TH STREET OR STUDENT PARKING LOT AND CHECK OUT THEIR STUDENT AT THE GYM FOYER AND ENTERING THROUGH DOOR 'S'.
3. DOOR 'A' WHICH IS THE MAIN DOOR AND ALL OTHER EXTERIOR DOORS WILL REMAIN LOCKED.
4. TABLES WILL BE SET UP IN THE GYM FOYER WITH TWO STAFF MEMBERS HELPING SIGN KIDS OUT AND STUDENTS RELEASED AT THAT POINT.
5. STAFF MAKE SURE STUDENTS THAT DRIVE THEMSELVES ARE ACCOUNTED FOR.
6. PARENTS WILL ENTER THROUGH THE NORTH SIDE 'S' DOUBLE DOORS AND EXIT THROUGH SOUTH SIDE OF 'S' DOUBLE DOORS.

MIDDLE SCHOOL EARLY DISMISSAL

1. ONCE ANNOUNCEMENT IS MADE TO RELEASE STUDENTS, STAFF WILL HAVE STUDENTS LINE UP IN THE HALLWAY, TWO LINES, AGAINST THE EAST AND WEST WALLS.

2. TABLES WILL BE SET UP INSIDE BY DOOR 'B' WHERE STUDENTS WILL BE SIGNED OUT AND RELEASED TO PARENT ON FILE, NO EXCEPTIONS. ALL OTHER DOORS WILL REMAIN LOCKED.
3. PARENT OR GUARDIAN WILL USE NORTH 4TH STREET AND STUDENT PARKING AREA TO PARK AND THEN PROCEED TO DOOR 'B' TO PICKUP THEIR STUDENT.
4. STAFF AND LAW ENFORCEMENT WILL BE ASSIGNED TO DOOR 'B' TO MONITOR AND ASSIST IN GETTING KIDS TO TABLES, SIGNED OUT AND RELEASED TO PARENTS

ELEMENTARY EARLY DISMISSAL

1. ONCE ANNOUCEMENT IS MADE TO RELEASE STUDENTS THEY WILL BE TAKEN TO THE ELEM. GYM AND PLACED IN THE STANDS IN ASSIGNED SPOTS.
2. A STAFF MEMBER AND LAW ENFORCEMENT OFFICER WILL BE ASSIGNED TO DOORS 'J' AND 'K' TO GREET PARENTS AND CALL FOR STUDENT.
3. TWO MORE STAFF WILL BE THE RUNNERS FROM THE DOOR AREA TO STANDS TO GET STUDENT TO THE RELEASE TABLE SET UP BY THE NORTH STAIRS ON BOTH EAST AND WEST SIDE.
4. PARENTS WILL PARK ON NORTH 4TH STREET OR AVENUE 'O', PROCEED INSIDE FENCED AREA TO EITHER DOOR 'J' OR 'K' AND REQUEST THEIR CHILD. NO ONE WILL BE ALLOWED INSIDE.