CMCSS Student Safety

A critical ingredient in the safe school recipe is the classroom response to an incident at school. Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff and administration.

**Standard Response Protocol overview**

Our emergency management plan functions on these four actions: Lockout, Lockdown, Evacuate and Shelter-In-Place.

In the event of an emergency, the action and appropriate direction will be called on the intercom.

- **LOCKOUT** means “Secure the Perimeter” (outside threat)
- **LOCKDOWN** means “Locks, Lights, Out of Sight” (inside threat)
- **EVACUATE** means “Move to the Announced Location”
- **SHELTER-IN-PLACE** means “For a Hazard Using Safety Strategies”

**Training**

Please take a moment to review these actions with your child. Students and staff will be trained and the school will drill these actions over the course of the school year.

- **LOCKOUT** means “SECURE THE PERIMETER” (outside threat). Lockout is called when there is a threat or hazard outside of the school building.
  
  Students should return to inside of building; follow all CMCSS staff instructions; and continue doing business as usual.

- **LOCKDOWN** means “LOCKS, LIGHTS, OUT OF SIGHT” (inside threat). Lockdown is called when there is a threat or hazard inside the school building.
  
  Students should move away from sight and maintain silence.

- **EVACUATE** means “MOVE TO A LOCATION”. Evacuate is called to move students and staff from one location to another.
  
  Students should bring their phone and leave their personal items behind; form a single-file line; and be prepared for alternatives during response.

- **SHELTER** means “FOR A HAZARD USING SAFETY STRATEGIES”. Shelter is called when the need for personal protection is necessary. Sample hazards include tornado and hazmat threats.
  
  Students should follow CMCSS staff instructions for the appropriate hazard and safety strategy and be prepared to evacuate to a shelter area.

*This information is shared with you from the CMCSS Risk Management / Safety Department. For further information, please contact us at (931) 920-7836.*
In an effort to provide a safer environment for our schools in Clarksville-Montgomery County, the district has developed a comprehensive Emergency Management Plan in connection with local fire, police, emergency medical services and other responding agencies. Following is the information you, as a Clarksville-Montgomery County Schools parent/guardian, will need to know and follow in the event of an emergency at your child’s school.

What can I do to prepare for a school emergency?

1. Provide accurate emergency contact information to your child’s school and update the information as needed. This is used for the School Messenger emergency messaging system.
2. Remove the attached School Emergency Card for Parents/Guardians and carry it with you at all times.
3. Be sure you are receiving emergency phone and/or email messages (school closing, cancellation, reunification sites, etc.) via School Messenger.

What should I do during a school emergency?

When an emergency occurs that affects the school, parents/guardians can get important information by doing one of the following:

- Check your phone and/or email for School Messenger updates.
- Visit the Clarksville-Montgomery County School District website at www.cmcss.net for up-to-date emergency information. In an emergency, the home page will show critical information.
- Tune into the local television or radio stations for news alerts.
- If other information sources are not available, call the Clarksville-Montgomery County Schools Central Office 931-648-5600.

What do I need to know about school emergency terminology?

**What is an Evacuation?**

During an evacuation students are sent outside to prevent harm/injury due to an emergency inside the school, such as a fire.

**What is a Reverse Evacuation?**

During a reverse evacuation all exterior doors are locked and students are kept inside the building. A reverse evacuation takes place if there is only a threat outside the building. Students will not be released until the incident has ended.

**What is a Lockdown and what should I do if one is occurring at my student’s school?**

During a lockdown all exterior and interior doors are locked and students are confined to their school. No entry or exit of the school is allowed. A lockdown takes place if a threat or possible threat is identified. The main entrance doors will be secured during a lockdown and a sign will be posted at the main entrance if possible. If you are notified of a lockdown at the school, do not come to the school, stay in a location where you can get further information. Students will not be released until the incident has ended.
What is Shelter-In-Place?
During a shelter-in-place students are taken to an inner hallway or a room with few to no windows and take refuge there until it is safe to release them. Shelter-in-place occurs when there is threat of a tornado or high winds or if there is a hazardous material released into the atmosphere and it has been determined, with the assistance of outside agencies, that evacuation or early dismissal could possibly place students in danger. During a shelter-in-place, students will not be released until the incident is over.

What is Reunification?
Reunification is used when students have been removed from the school facility to their alternate location or when an emergency has occurred that affects the area around the school (e.g. hazardous materials release). Remember, a student can only be released to an adult listed as an emergency contact with the school. Persons coming to pick up students must bring proper government-issued photo identification (driver’s license, state id card, military id card, passport).

Emergency Numbers and Notes:

Please avoid contacting your child or encouraging them to contact you by cell phone during an emergency. This can overload the phone system, hamper the ability of responders to effectively handle the emergency, and cause delays in releasing official communications.