



Brazosport ISD Standard Response Protocols & Student Reunification Process During an Emergency

LOCKOUT! Get inside. Lock outside doors.		
STUDENTS Return inside Business as usual	TEACHER Bring everyone indoors Lock outside doors Increase situational awareness Business as usual Take attendance	
LOCKDOWN! Locks, lights, out of sight.		
STUDENTS Move away from sight Maintain silence Do not open door	TEACHER Lock interior doors Turn out the lights Move away from sight Do not open door Maintain silence Take attendance	
EVACUATE! To the announced location.		
STUDENTS Bring your phone Leave your stuff behind Follow instructions	TEACHER Lead evacuation to location Take attendance Notify if missing, extra, or injured students	
SHELTER! Hazard and safety strategy.		
STUDENTS Hazard Hazard Tornado	TEACHER Safety Strategy Seal the room Duck & cover	
HOLD! In your classroom. Clear the halls.		
STUDENTS Remain in the classroom until the "All Clear" is announced	TEACHER Close & lock classroom door Business as usual Take attendance	
ROOM CLEAR! To the identified location.		
STUDENTS Walk directly to the announced location Receiving teacher contacts the office	TEACHER Stay in the classroom or at doorway Work to defuse or address the situation until help arrives	

BISD STANDARD RESPONSE PROTOCOLS

During an emergency event at your students' campus, you need to know BISD takes the safety of your child and our staff seriously. We use the Standard Response Protocols established by iloveguys.org to protect your child. These protocols will require the school to follow one or more of the standard response protocols listed in the poster to your left during an emergency.


BISD STUDENT REUNIFICATION PROTOCOLS

During an emergency, if BISD administration determines that your child needs to be moved to a safer environment other than their assigned campus, they will make arrangements to have your child transported to another predetermined location, called a REUNIFICATION SITE. Once at this reunification site, BISD will use the SchoolMessenger callout system, social media and/or other public address systems to notify parents where the reunification site is located. Parents will be asked to report to the REUNIFICATION SITE to retrieve their child. Parents will be required to bring their identification for verification of their identity before a student will be released to their custody.



PARENT STUDENT REUNIFY AREA





Reunification Information (PLEASE PRINT CLEARLY)
Have photo identification out and ready to show school district personnel.

Student Name

Student Grade Student Cell Phone Number

Name of person picking up student

Signature

Phone number of person picking up student

Relationship to student being picked up

Photo identification matches name of person picking up student? Y or N

Parent completes:

Print Student Name Again

Student Grade **School personnel completes upon release of student**

Student Birthday TIME INITIALS OTHER

Signature

Print Your Name

Date

Parent Guardian Sign Off
I have read and understand these instructions.

Reunification Instructions

First, we want to thank you for your patience during this reunification. We share the same goal during this process: Getting you and your student back together as quickly as possible. The reason we're going through this is that an event has occurred at the school that mandates we personally reunite you with your child.

1. Please complete the information on the other side of this card.
2. Prepare identification (if you don't have ID with you, please move to the side of the line, it may take a little longer to verify your identity.)
3. Select the check-in line based on either student last name or student grade.
4. After check-in, staff will split this card and a number will be sent to recover your student. Please step over to the Reunification Location.
5. If there has been injury or other concerns, you may be asked to meet a counselor.
6. Please don't shout at school or district staff. We'll get through this as quickly as possible.

Once at the reunification site the parent will present their identification to a school official for verification at the parent check in area. Once the parent's identification has been verified, a school official (called a reunifier) will go to the student holding area and retrieve the child. The child will then be escorted to the parent check in area where the parent and child will be reunited. The parent and child will be free to leave once reunified.

BISD COUNSELING SERVICES

During and after the emergency event BISD will have trained Emergency Crisis Counselors on site to help parents and students manage the range of emotions they will be experiencing as a result of the emergency. These counselors will come from our Community Mental Health Partners and/or BISD Counseling Staff.

Please know that we take the safety and security of your child very seriously. We have invested numerous staff hours, resources and time to develop a comprehensive plan to ensure the safety of your child. If you have questions and/or need clarification on any point of this plan please contact our Safety/Security and Emergency Management Coordinator at (979)730-7000 extension 28235.

NOTE: During an emergency situation at your child's school, BISD highly recommends that parents DO NOT self report to the school. The additional car traffic and/or pedestrian traffic around the school caused by anxious parents could jeopardize public safety efforts to respond, contain and stabilize the emergency.

Please monitor all BISD communication methods to notify you of your child's reunification site.