

Carpe Diem Collegiate High School

Emergency Preparedness FAQ's

What is emergency preparedness?

Carpe Diem Collegiate High School has taken steps to ensure your child's safety while in school. Each school has developed emergency preparedness plans including the steps staff will take in the event of an emergency, including a parent communication and evacuation plan.

How can I stay informed?

Carpe Diem Collegiate High School broadcasts emergency messages, when necessary, using a number of media sources. Emergency messages are transmitted to local media, including television and radio stations. Parents are encouraged to use these media sources for updates on emergency situations.

How will my child's school handle an emergency situation?

Carpe Diem Collegiate High School has an emergency preparedness plan. A response to a situation will differ based on the specifics of that situation. The flexibility of the plan is key to the success of the response. In general, the school has a School Emergency Response Team; develops evacuation, shelter-in-place, and lockdown procedures; maintains a portable critical response kit that contains key information and supplies; designates one or more appropriate evacuation sites; provides training to personnel; maintains checklists for dealing with specific types of incidents; and provides resources for help before, during and after an event. The school emergency response plan has been reviewed and the school team receives annual training.

How can I see the security plan for my child's school?

Carpe Diem Collegiate High School does not release this type of specific information, pursuant to the Freedom of Information Act. This law provides specific exclusions to the type of information that can be released.

What is lockdown?

An emergency may prevent the safe evacuation of a school building and require steps to isolate students and faculty from danger by instituting a school lockdown. In an interior lockdown situation, all students are kept in classrooms or other designated locations that are away from the danger. Faculty members are responsible for accounting for students and ensuring that no one leaves the safe area. School personnel will also secure building entrances, ensuring that no unauthorized individuals leave or enter the building. Exterior lockdown procedures may be used to ensure the safety of students when an incident occurs in the community. Parents and guardians will not allowed to enter the school building during a lock down.

What will Carpe Diem Collegiate High School do if an emergency situation occurs while students are in school?

The specific actions taken by Carpe Diem Collegiate High School in any emergency situation will depend on the specifics of the situation. Any action taken would depend on several factors, including the level of threat and the advice or directive of local, state, and federal agencies. The safety of students and staff members will be the primary concern in any decision.

What is shelter-in-place?

Shelter-in-place is a short-term measure (measured in minutes or hours, not days) designed to use a facility and its indoor atmosphere to temporarily separate people from a hazardous outdoor environment. If an accident or attack that created contaminated air occurred in the school area, students would be brought indoors. Building personnel would close all windows and doors, and shut down the heating, ventilation, and air conditioning system (HVAC). This would create a neutral pressure in the building, meaning the contaminated air would not be drawn into the building. No stockpiling of water and food is needed for shelter-in-place. Any event of a magnitude that required such stockpiling would take direction from the federal emergency management officials. Parents should not be concerned that, during a shelter-in-place activity, they might be separated from their children for long periods of time. That will not happen because if the air outside the school is safe for parents to breathe, it will be safe for their children to breathe. School system personnel have developed a plan that uses the best possible method for ensuring the safety of students and staff members in this type of crisis Carpe Diem Collegiate High School personnel will keep children safe for parents until the parents can pick them up.

What if a child is exposed to a biological or chemical contaminant?

In the event of an exposure- and the child is showing obvious symptoms, trained staff members on hand would conduct basic decontamination per the emergency training directive.

What is basic decontamination?

In the event that a child shows symptoms of exposure, school staff members would conduct basic decontamination. The child would be separated from other children and directed to wash thoroughly with soap and water. If possible, school personnel would make sure that the child showered and provide alternative clothing. The exposed clothing would be put in plastic bags, and the bags would be sealed. Removing a contaminated persons clothing effectively removes an excess of 80% of contaminants from the person.

Will I be allowed to pick up my child?

Carpe Diem Collegiate High School does not intend to keep children from their parents if a crisis occurs during school hours or school activities. It is the school's intent to make sure that children are safe inside the school until such a time that the threat has been reduced. Parents will be informed and reunited with their children as soon as it is safe to do so.

Does the school have a parent/child reunification plan?

Yes. The school has developed a reunification plan for reuniting parents with their children after an emergency has occurred. Additionally, if public safety officials require that a school building be evacuated, students and staff members will be safely transported by bus to a designated parent-student reunification center. Parents will be informed of the reunification location via the school's emergency plan and local media. At the reunification center, students will be released to their parents upon presentation of proper identification.

Will I be given the evacuation and parent reunification locations ahead of time?

Carpe Diem Collegiate High School does not release this type of specific information, pursuant to the Freedom of Information Act. This law provides specific exclusions to the type of information that can be released. Also, during emergency situations, circumstances could arise that might force changes to previously designated locations. Parents will be informed of parent/student reunification center locations via the local media and through school resources.

Are schools stockpiling food and water?

The school is taking action to make sure that the appropriate resources are available for a short-term event. In the event of a large-scale catastrophic event Carpe Diem Collegiate High School would rely on federal and state authorities for assistance.

There may be other events that would cause people to be housed for longer periods of time in public buildings such as schools. In such an event, other community agencies, including the Red Cross, would be responsible for providing food and water. In all critical events of this type, the school becomes part of a larger emergency response team.

What if my child is riding a school bus at the time of a crisis?

The transportation service providers will be in contact with the school for instructions in the event that a crisis occurs while students are in transport. Bus drivers will be informed to avoid driving toward the crisis location. Parents will be informed of the parent-student reunification center location via the school's emergency messaging system and local media.

Who can pick up my children?

Children will not be released to individuals who are not authorized to do so on the student's emergency care card or who do not have written parent authorization. The emergency care form will be completed by parents and guardians at the start of each school year. Parents and guardians are encouraged to update the emergency care card as needed throughout the school year.

Friends and neighbors may sign a child or children out with written permission from a parent or parents. Both (or all) parents have to give permission in writing for the sign out and pick up. We prefer to have written permission on the day that a child's pick up will change, but we will also keep written permission on file. The school offices will keep the permission notes- usually they will attach them to the emergency care card(s) of those involved. We will also ask for identification when the child is released to the one(s) mentioned in the permission note.

What about my child's medication?

If your child takes medication regularly, you the parent, should make sure that the school has an appropriate amount of additional medication on hand. Talk with your child's school nurse for more information.

Student/Family Reunification Procedures Following a School-Based Emergency

- If there is an emergency at the school, wait for official instructions through the Alert Now telephone messaging system. You will be informed as to what has happened and what you should do (if anything).
- Please do not call the school since they will be managing the incident.
- Please do not go to the school unless instructed. Traffic jams impede the movement of emergency vehicles and can make a difficult situation worse.
- Students will be kept in school or at a neighboring school or other shelter until the end of the school day if possible. If you are asked to pick up your child, the reunification site and time when you can meet your child will be announced by school officials using Alert Now.
- When you go to the reunification site, bring a government issued identification card (e.g., driver's license, passport, etc.) and check in with school officials.
- Students will be released to parents or guardians who have presented acceptable identification and who are named on the student emergency information card.
- If a legal guardian cannot pickup a child, the child will remain at the reunification site. Other adults who may be asked to pick up your child must be identified in advance on the student emergency information card.

What you should do to prepare for a school emergency

- Be sure your son or daughter's emergency contact information is correct.
- Identify who would be authorized to pick up your child if there is a school or community emergency. Make sure anyone identified as an emergency contact is listed on your child's student emergency information card.
- Inform your school's nurse of your child has any medical conditions or physical limitations that emergency responders would need to know. Please make sure that the school has an appropriate amount of medication on hand. The appropriate amount should be based upon advice from the student's physician.
- Establish a family preparedness plan including a communications plan. This will enable you to communicate with all family members during an emergency.

Family Emergency Preparedness

- Develop a [Family Emergency Plan](#) using the template provided by Ready.gov.
- Make a family [emergency supply kit](#) following guidance from Ready America.

Bullying

How can I tell if my child is being bullied?

If your child shows several of these warning signs, it's possible he or she is being bullied. You may want to talk with your child to find out what is troubling him or her, and schedule a conference to discuss your concerns with school staff.

- comes home from school with torn or dirty clothing, or damaged books
- has cuts, bruises, or scratches
- has few, if any, friends to play with
- seems afraid to go to school, or complains of headaches or stomach pains
- doesn't sleep well or has bad dreams
- loses interest in schoolwork
- seems sad, depressed, or moody
- is anxious or has poor self-esteem
- is quiet, sensitive, or passive

Talking with Your Child about Bullying

- Talk often with your child and listen carefully.
- Ask about your child's school day, activities and friends.
- Ask if your child feels safe and comfortable at school.
- Talk about what bullying means.
- Teach that bullying is unacceptable and can be dangerous.
- Stop bullying when it happens at home.
- Be clear about your expectations and consistently discipline when hurtful teasing and bullying occurs among siblings and peers.
- Help your child understand the meaning and positive roles of friendship.
- Teach that people can be different in many ways.
- Teach and practice basic manners.
- Help your child find and develop his/her personal talents.
- Help your child choose positive and respectful friends.
- Help your child choose TV, music and video programs that promote respect, kindness and understanding.
- Talk with your child about their school experiences and peers.
- Encourage your child to tell you when bullying happens at school.

Talking with Teens about Bullying and Harassment

- Bullying is disrespectful and can be dangerous.
- Bullying of a sexual nature is sexual harassment and is against the law.
- Hazing is a form of group bullying and can be against the law depending on your state.
- Bullying on the basis of race, ethnicity, religion, disability or sexual orientation is a form of hate behavior and is in some cases a hate crime.
- Bullying can have a lifetime of consequences for the person who is bullied and the bully.

Source: [Bullying in Schools Fighting the Bully Battle](#), National School Safety Center

Counseling and Mental Health Services

Counseling

A traumatic event such as a family, school, or community emergency can be overwhelming for those who experience it. A traumatic event often leaves a person feeling vulnerable or helpless. Carpe Diem Collegiate High School has a Crisis Team consisting of experienced psychologists and mental health professionals who can provide immediate assistance.

For additional guidance on helping your child who has experienced a traumatic event or crisis, check out [Parent Guidelines for Crisis Response](#). This is an excerpt from "*A Practical Guide for Crisis Response in Our Schools*" published by the American Academy of Experts on Traumatic Stress.