

WYLIE ISD
EMERGENCY
PROCEDURES

HIGH ALERT

- HIGH ALERT
- -Someone will make a PA announcement that we are going on HIGH ALERT. (Possible outside threat near the school).
- -We will have business as usual inside the school building.
- -No outside activities, students and staff will be limited to entering and exiting the building.

SHELTER IN PLACE

- SHELTER IN PLACE
- -Occurs when hazardous materials outside of the building threatens a campus. Stay in classroom, turn off hvac, cover all openings where gas could enter the room. Wait for further instructions.

EVACUATION/FIRE

- EVACUATION/FIRE
- -All students and staff must leave the building at assigned exits if possible. Take roster and grade book.

TORNADO

- TORNADO
- -Someone will make a PA announcement for TORNADO.
- -Move students to the safest indoor wall.
- Students sitting inward.

LOCKDOWN

- LOCKDOWN
- -Someone will make a PA announcement to “LOCKDOWN”.
- -Lock classroom doors immediately.
- -Move students to the side of the room farthest from the door, turn lights off.
- -Keep students quite and calm, no talking.
- -Do not open the classroom door, the police will slide an id. card under the door and then will open the door with a key. Prepare to DENY OR DEFEND ONLY!

ACTIVE THREAT

- **ACTIVETHREAT**
- -Someone will make a PA announcement that we have an **ACTIVETHREAT**. This means” someone is in the school building that **could cause serious harm** to our students”.(COULD HAVE KNIFE, GUN OR EXPLOSIVES).
- -Students and staff will utilize the “CRASE” training principles: **AVOID, DENY and DEFEND**.
- -If **AVOID**- Evacuate students away from known threat.
- -If **DENY**- Lock doors immediately. Move students to the side of the room farthest from the door. Turn lights off, silence phones, and remain quite. **DO NOT OPEN THE DOOR!**The police will slide an id. card under the door and then will open it with a key.
- -If **DEFEND**- position around the door with lights off and phones silenced. Prepare to neutralize the threat.
- Prepare for reunification plan.

REUNIFICATION

- If an emergency occurs that requires students and staff to be removed from a campus, parents will be notified where to pick up their children. Teachers and staff will take students to the evacuation pickup site when they are directed by the administration. Teachers and staff will remain with students until they arrive at the reunification site. Teachers and staff will then assume their assigned duties for the reunification process.
- [Please watch a brief video on Reunification whose link is below as well as under the Safety Portal on this website.](#)
- **Link to: [Reunification video](#)**