

Lockdown

- **What is it?** During a lockdown, all exterior and interior doors are locked, no one - with the exception of First Responders - is allowed into or out of the building, and building phones are not answered.
- **When is it used?** When the school is informed of a potential threat inside, outside, or near the building, such as an armed person in the area, and it may be more dangerous to leave the building than to stay in a secured area.

Shelter-in-Place

- **What is it?** During shelter-in-place, all exterior doors of the building are locked, only limited movement is allowed within the building, and no people except for First Responders are allowed into or out of the building. Building phones will not be answered.
- **When is it used?** When the school is informed of a situation that may not pose a risk of harm or injury to students or staff but could be cause for extra precautions, such as burglary in the area or a suspect at large in the vicinity of the school.

These icons accompany emergency info in the top right corner at D51schools.org

Know the Emergency Information icons



This icon means all schools are open and operating on a regular schedule.



This icon means there is a moderately urgent situation at one or more schools, such as being placed on shelter-in-place, a delayed start, or early dismissal.



This icon means there is an item of pressing urgency such as a lockdown, evacuation, or an unscheduled school closure.

What can I do as a parent?

- Information may take awhile to develop and is subject to change. As in any quickly evolving situation, the first information released may be incorrect or fragmented. Please be patient as we collect information and remain discerning as you hear updates in the media or on social media.
- Check with your child's school office before an incident happens to make sure your child's emergency contact information is correct and up-to-date. This is the best way to ensure you receive emergency calls, texts, and emails from your child's school.
- Do not call your child's school or the police department – law enforcement are aware of all critical incidents and are working diligently with school personnel to resolve them.
- Check www.d51schools.org often for updates or changes in status alerts. Also check the district blog at www.d51news.org, the District 51 app, and the district's social media accounts for periodic updates and notifications.
- School offices do not answer phones during a lockdown or when in shelter-in-place. If you need information during a lockdown or other situation, call the D51 Security Office at 254-5103 or the D51 Communications Office at 254-5114. Schools can answer phones as soon as either a reunification process is declared or school operations return to normal.
- If a reunification process is announced, have just one family member pick up your child to expedite the reunification process.
- Avoid immediately going to the school – this could hamper the efforts of law enforcement and first responders to resolve the situation and may put your life and other's in danger.

Reunification

Reunification is when students are reunited with parents after an incident, such as an evacuation or a lockdown lasting past regular school dismissal time. The process ensures all students are accounted for, safely returned to their parents, and only taken home by people they trust. Reunification will take place either at a school or a pre-designated alternate site. Parents are notified of the location prior to pick-up.

Please be patient and remain calm - reunification can take awhile, but it keeps kids safe. Here's how it works:

1. Parents will be directed to a single entry point where they will need to show photo I.D. Only one parent or guardian should enter the reunification site.

2. Once inside the site, the parent or guardian will be directed to a specific location where school staff will confirm a parent or guardian's information.

3. Once their information is verified, the parent or guardian waits in a designated area while their student is escorted to the parent or guardian. At no point should a parent enter a secured area where students are located.

4. Once reunited and the child has been signed out, the parent and student will leave the building through designated doors.

- In the majority of incidents, parents or guardians will have to pick up students who walk or get a ride home from school. Students who ride buses can ride the bus unless parents are otherwise notified. Buses may be delayed due to the incident.

- If a parent/guardian is unavailable to participate in reunification, please call the school as soon as you are notified that reunification is taking place to tell staff who will be picking up your child.

- Students who drive themselves to and from school can drive themselves home after they sign out at the reunification site. Drivers cannot take other students home unless those students' parents have called the school to approve this action.

- At high schools, school staff may ask students to call parents and advise them of their location during an evacuation or reunification. Employees will verify the parent has received the information.

How to get information about a critical incident

- The Emergency Information icon in the top right corner of the District 51 home page, d51schools.org, is updated throughout an incident. To have this information sent to you in a text alert any time the icon is updated, text JOIN to 56360.

- Make sure your child's school has correct and updated contact information for you. That includes your home and cell phone numbers and email address.

- Call the Safety Office at 254-5103 or the Communications Office at 254-5114. Please keep in mind that both of these offices will be busy responding to the incident and staff may be unavailable.

- Check Twitter, Facebook, the District 51 app, & d51news.org.



To sign up for the City's Emergency Notification System, visit www.gjcity.org and click on Sign up for Public Alerts on the left hand side of the screen.



The Parents Guide:

What to do During a Critical Incident

2115 Grand Ave.
Grand Junction, CO 81501
970.254.5100
www.d51schools.org