EMERGENCY
Response Protocol (ERP):

“SOFT LOCKDOWN” (Possible Threat)

STUDENTS
• Return inside
• Business as usual

TEACHER
• Bring everyone indoors
• Lock perimeter doors
• Increase situational awareness
• Business as usual
• Take attendance

“HARD LOCKDOWN”
(Intruder Situation / Imminent Threat)

STUDENTS
• Move away from sight
• Maintain silence
• Do not open the door

TEACHER
• Lock interior doors
• Turn out the lights
• Move away from sight
• Do not open the door
• Maintain silence
• Take attendance
“**EVACUATION EVENT**”  
(e.g. Fire/Carbon Monoxide)

<table>
<thead>
<tr>
<th>STUDENTS</th>
<th>TEACHER</th>
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| • Bring your phone  
• Leave your stuff behind  
• Follow instructions | • Lead evacuation to location  
• Take attendance  
• Notify if missing, extra or injured students |

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“**SHELTER IN PLACE**”  
(e.g. Weather Event)

<table>
<thead>
<tr>
<th>STUDENTS</th>
<th>TEACHER</th>
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| • Evacuate to shelter area  
• Seal the room  
• Drop, cover and hold  
• Get to high ground | • Lead safety strategy  
• Take attendance |