

SCHOOL EMERGENCY INFORMATION

OVERVIEW OF PLAN

Calvin Christian School has a comprehensive emergency plan in place. The plan comes from a master plan put together by a variety of educator, police and fire department leaders, and counselors. The basic outline for the plan is used internationally and has been adapted to fit Calvin Christian.

The plan uses a Crisis management team that regularly reviews all procedures. The centerpiece of the plan is a management team that is in communication to make decisions on how to deal with different kinds of crisis. The plan is comprehensive. It includes plans to deal with everything from abuse, bomb threats, death of a student, earthquakes, fire, lock down, intruder, weapons on campus, etc. The plan includes issues like how to deal with the media and how to inform the parents of those who may be affected.

PARENT/SCHOOL COMMUNICATION IN AN EMERGENCY

An important part of the plan is the method of notifying parents in the event of a School-Wide Emergency. Experts emphasize the importance of keeping school phone lines open as much as possible during any emergency.

To notify parents we have set up a database containing all of your e-mail addresses. We will send out an e-mail blast with information regarding the emergency within thirty minutes of an event or occurrence about which you need to know. In case of loss of power we also have the ability to call all parents with information. We have both home and cell phone numbers on file and they will remain confidential.

We strongly encourage you to wait for an e-mail or call before you call or come to school, especially in the case of school-wide issue we will be using e-mail and phones, if necessary, to make contact with you.

In the case of a School-Wide Emergency parents who come to campus will be brought to a designated area to receive the most current information possible and to get with their children as soon as possible. We cannot have students leave campus in case of emergency without being able to track their whereabouts and insure both their and the parents safety.

We hope and pray none of these things happen. However, we are prepared just in case they do. In the event of emergencies involving a limited number of students we will contact you individually. Once again in the case of a School-Wide issue we will be using e-mail and phones, if necessary, to make contact with you.

If you have any questions about the plan please contact one of the administrators.