

## **Emergency Situation Guidelines**

In the event of illness or emergency, it is vital that the school personnel contact the parents or legal guardians; therefore, it is very important that parents'/guardians' and the designated contact person's home and work phone numbers be listed on the Emergency Forms in the school office. Parents/Guardians are responsible for notifying the school office immediately if there are any changes to the Emergency Forms.

### **Earthquake**

If an earthquake of significant magnitude occurs on Oahu, we can anticipate considerable disruption to our transport system. Please be assured that your children will be cared for until they can be safely picked up by individuals designated on the Emergency Form.

### **Fire Drills**

All students are instructed in fire drill procedures. Fire drills are held periodically to prepare students for an emergency. Fire alarms are signaled. Fire drill procedures are posted in each classroom, the library, the computer laboratory, the faculty/staff room, and in the school office. In the event of a fire, the school personnel will care for the students in parts of the facility that are safe. Parents will be notified to pick up their children as soon as possible.

### **Flooding**

Our school is not located in an identified flooding zone. However, if water begins to rise around our facilities, or in the event we are advised to evacuate, we will immediately move the students to another facility designated by the Oahu Civil Defense Agency: James B. Campbell High School or Ilima Intermediate School.

### **Hurricane/Tropical Storm**

If a storm does affect Oahu within 24 hours or less, we will monitor the storm and make a decision to close the school. Listen for Civil Defense information on the radio and TV. We will follow the directions for the public school in our area. When public school classes are cancelled or dismissed by the State Civil Defense Office, we will follow the same directions.

### **Inclement Weather**

Classes will be suspended if in session or canceled if the health and safety of the school community is at risk. If the need arises, parents/guardians will be informed through the local radio and TV stations prior to the beginning of the school day.

### **Threats – Bomb**

In the event of a bomb threat, be assured that the administration has a plan in place for the safety of the students.

### **Tsunami Warning**

Our school is not located in a tsunami evacuation zone, so we do not have to evacuate.

In the event of a Tsunami Warning:

1. Students will be cared for until parents/guardians can safely pick them up.
2. If a warning is issued before school opens, please keep your children home. School will be closed.