

Crisis Management Plan

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Code-RED-Chemical Spill Has Occurred at or Near the School-Shelter in Place

**Code- GREEN-An Explosion has occurred close by containing dangerous gases/ chemicals-
Evacuate**

Code-GRAY-A “weather storm” is approaching OR Intruder/Shooter on campus-Shelter in Place

When any of these situations occur, you will be notified by a campus ALL-Call. (PA System, Text or Cell Call for those not reachable)



If we have a **RED** situation, you will need to know these basic steps.

RED scenarios will include: Chemical Spill Has occurred and affecting current air supply

1. Shelter in place involving the use of duct tape to seal off your door
(Please see visual in pages that follow outlining how to tape/seal a door)
2. Close and lock doors and windows
3. Wait for instructions
4. Tape doors sealed shut at all campuses. Administrators will tape/seal entry doors
5. No cell phone use at this time
6. Any use of cell phones may cause a **spark**
7. **OJH:** You will be receiving flash lights in your crisis management bag in case electricity goes out or is turned off due to complete black out when lights are out.
8. **The following buildings must know how to turn off electricity during a red scenario:** Administration Building, High School Gym, Old High School Gym, OJH Gym, Heroes, Opportunity Center,, HS Cafetorium, Elementary Cafeteria, Elem PE, Nurse, Band Hall, Music Rm, AG building

Note: Administrators /Directors of these programs will assure they know how to turn off the electricity and who will turn it off.



If we have a GREEN situation, you will need to know these steps.

GREEN Scenarios will include: Explosion involving dangerous gasses or chemicals that is likely to bring harm our way per the atmosphere

1. All students and staff will evacuate the district. Everyone leaves
2. Evacuate to regular bus pick-up areas
3. Walk calmly
4. Do not let any students leave in their own vehicles
3. Bring your crisis management bag with you containing student class rosters and phone numbers of parents (*See contents list of crisis management bag on pages to follow*)
4. Keep personal cell phone ready for updated information
5. Stay calm and positive
6. School Nurse will have the following: Student Emergency cards and AED
7. **All personnel designated to drive a bus will report to the bus barn ASAP**



If we have a Code **GRAY** Number 1 situation, you will need know these basic steps.

GRAY scenarios will include: Intruder/Shooter on Campus, Wind storm, Flood, Tornado, Hurricane

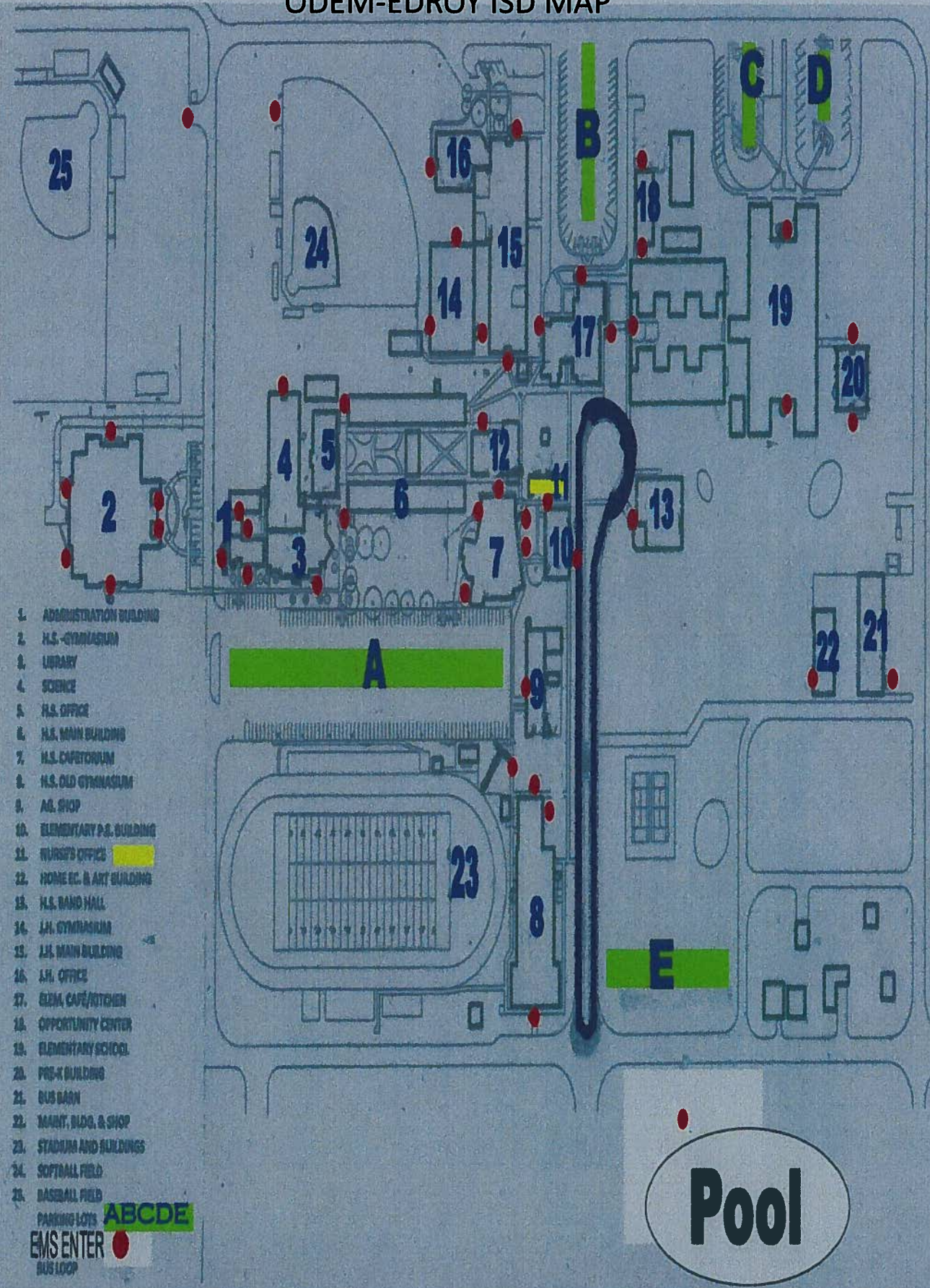
1. Shelter in place for all storms
2. Seek sheltered area immediately using the campus map for directions by your door
3. During storms, move to the back of the room /other students will be coming for shelter
4. Face wall with head down and covered for all storms
5. Teacher keeps personal cell phone ready for updated information
6. If seeking shelter on another campus take crisis management bag (zip lock bag) with you containing student class rosters and parent phone numbers
7. Intruder/Shooter on Campus (See Code Gray Number 2)



Code GRAY Number 2 – Intruder/Shooter on Campus

1. Lock the door.
2. Close blinds/curtains to all windows if you have those.
3. Locate and secure your crisis management bag. Keep it with you.
4. Slide or move large objects you can manage without injury in front of the door. We know classroom doors swing to the outside but with this additional block, it could slow/deter the intruder from entering.
5. Select a corner of your room/department building that would be a “blind spot” for the intruder.
6. Instruct your students we are in a lock down (explain as age appropriate) and that you will need them to assist you in bringing their desk to this area as well as to listen and cooperate with all directions.
7. Once students are in the area with you, you will begin to create a barrier between you/students and the intruder.
8. You will use the students desks to create a barrier by piling student desks on top of one another with the wood/particle board facing out. (horse-shoe style barrier) *if you have older students who could assist in moving other objects to build the barrier being created, do so.*
9. *Collect all student cell phones at this time. (**Imperative to Law Enforcement**)* – Teachers should keep their cell phone with them so contact can be made to the teacher.
10. ***Do not unlock your door until you hear and see the “all CLEAR” signal.***

ODEM-EDROY ISD MAP

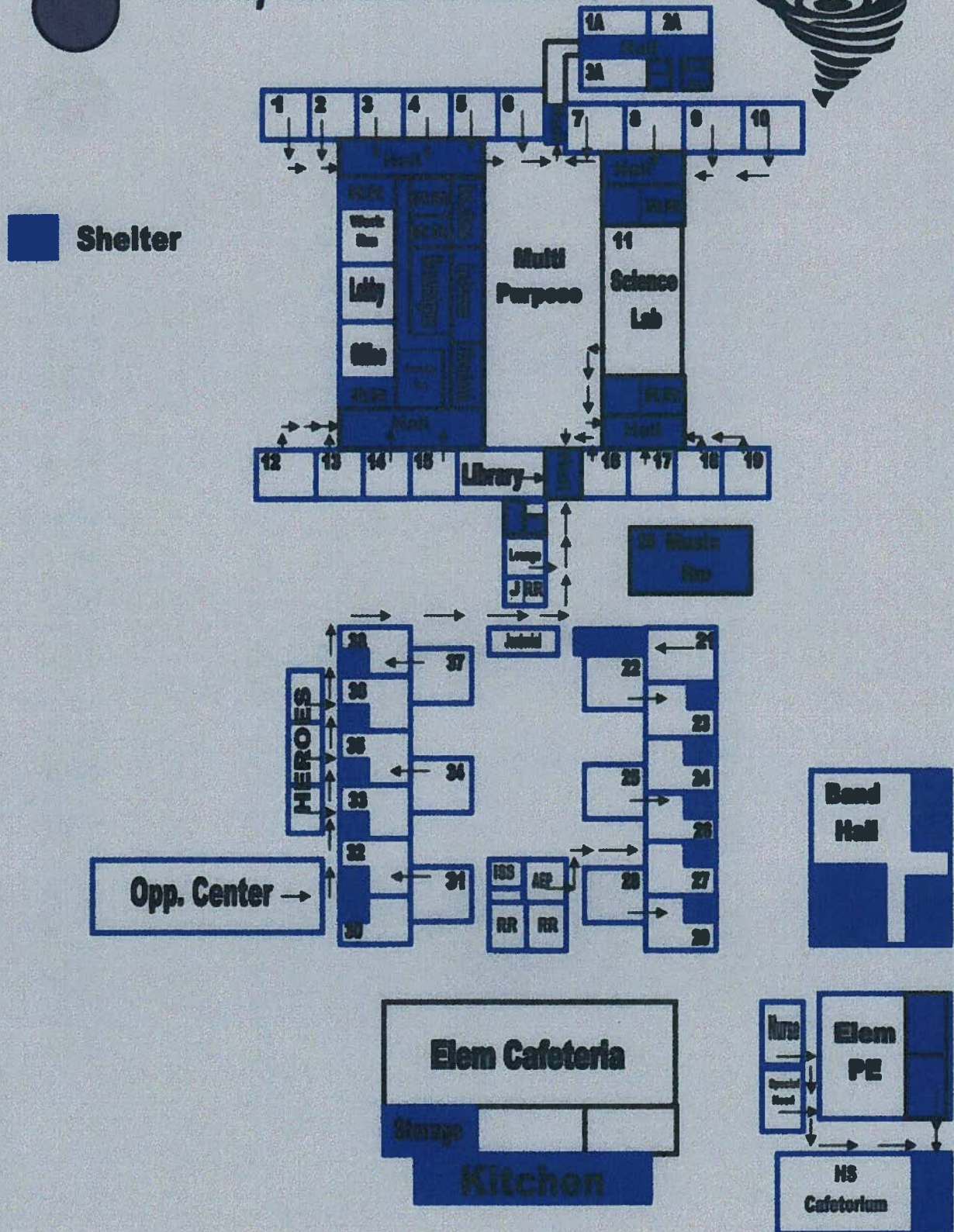


1. ADMINISTRATION BUILDING
 2. H.S. GYMNASIUM
 3. LIBRARY
 4. SCIENCE
 5. H.S. OFFICE
 6. H.S. MAIN BUILDING
 7. H.S. CAFETERIA
 8. H.S. OLD GYMNASIUM
 9. AG. SHOP
 10. ELEMENTARY P.S. BUILDING
 11. NURSE'S OFFICE
 12. HOME EC. & ART BUILDING
 13. H.S. BAND HALL
 14. J.H. GYMNASIUM
 15. J.H. MAIN BUILDING
 16. J.H. OFFICE
 17. ELEM. CAFE/KITCHEN
 18. OPPORTUNITY CENTER
 19. ELEMENTARY SCHOOL
 20. PRE-K BUILDING
 21. BUS BARN
 22. MAINT. BLDG. & SHOP
 23. STADIUM AND BUILDINGS
 24. SOFTBALL FIELD
 25. BASEBALL FIELD
- PARKING LOTS
EMS ENTER
BUS LOOP

Pool

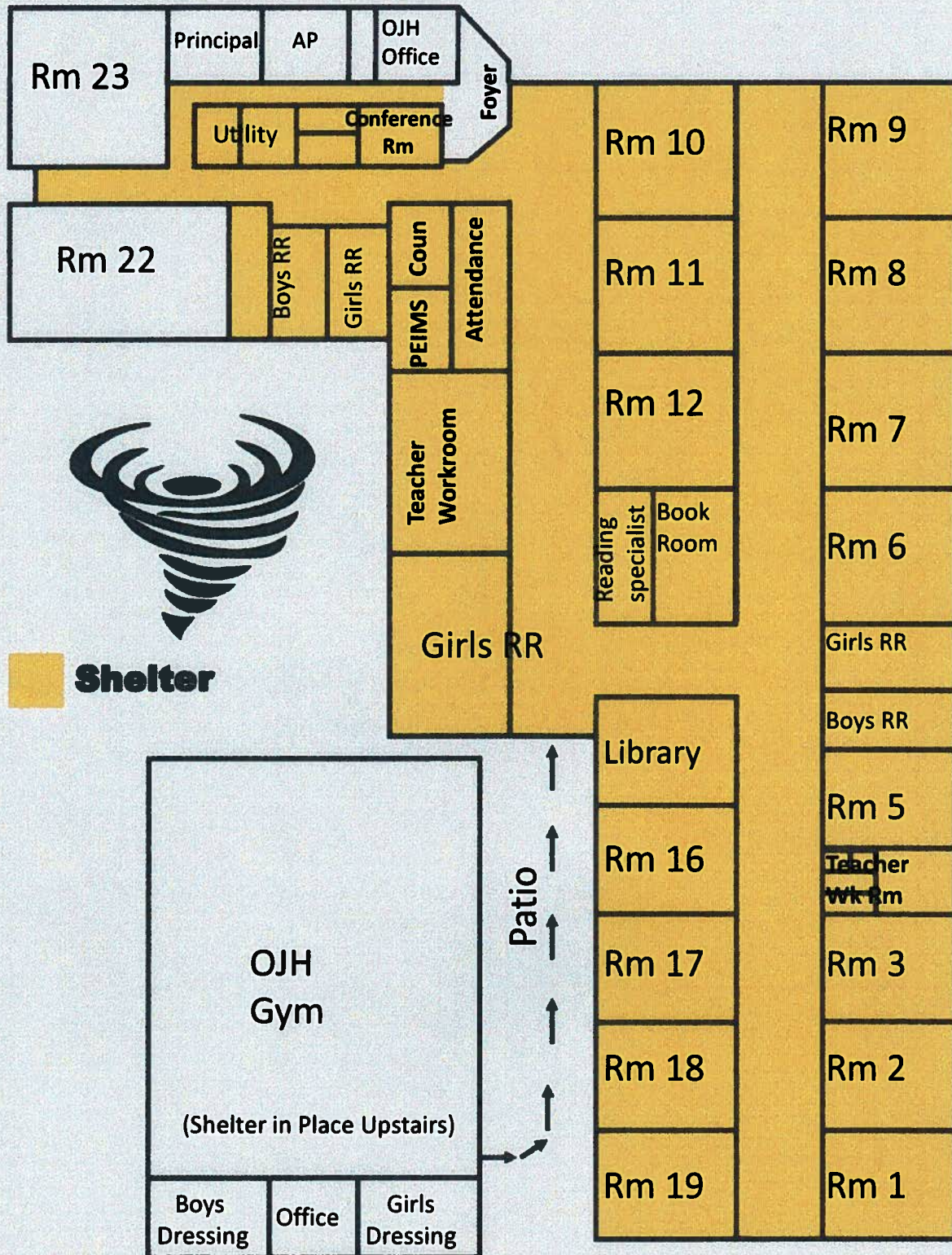
The previous Map is a district wide map and is designed to tell you key information about the lay out of the entire district.-There are specific maps for every campus.

1. **OES,OJH,OHS and all OEISD Buildings:** Must have your maps and color coded materials posted by your classroom /entry doors.
2. ***See your Specific Campus Map in the pages that follow***
3. ***Other buildings not considered a campus will post the district map by entry door.***



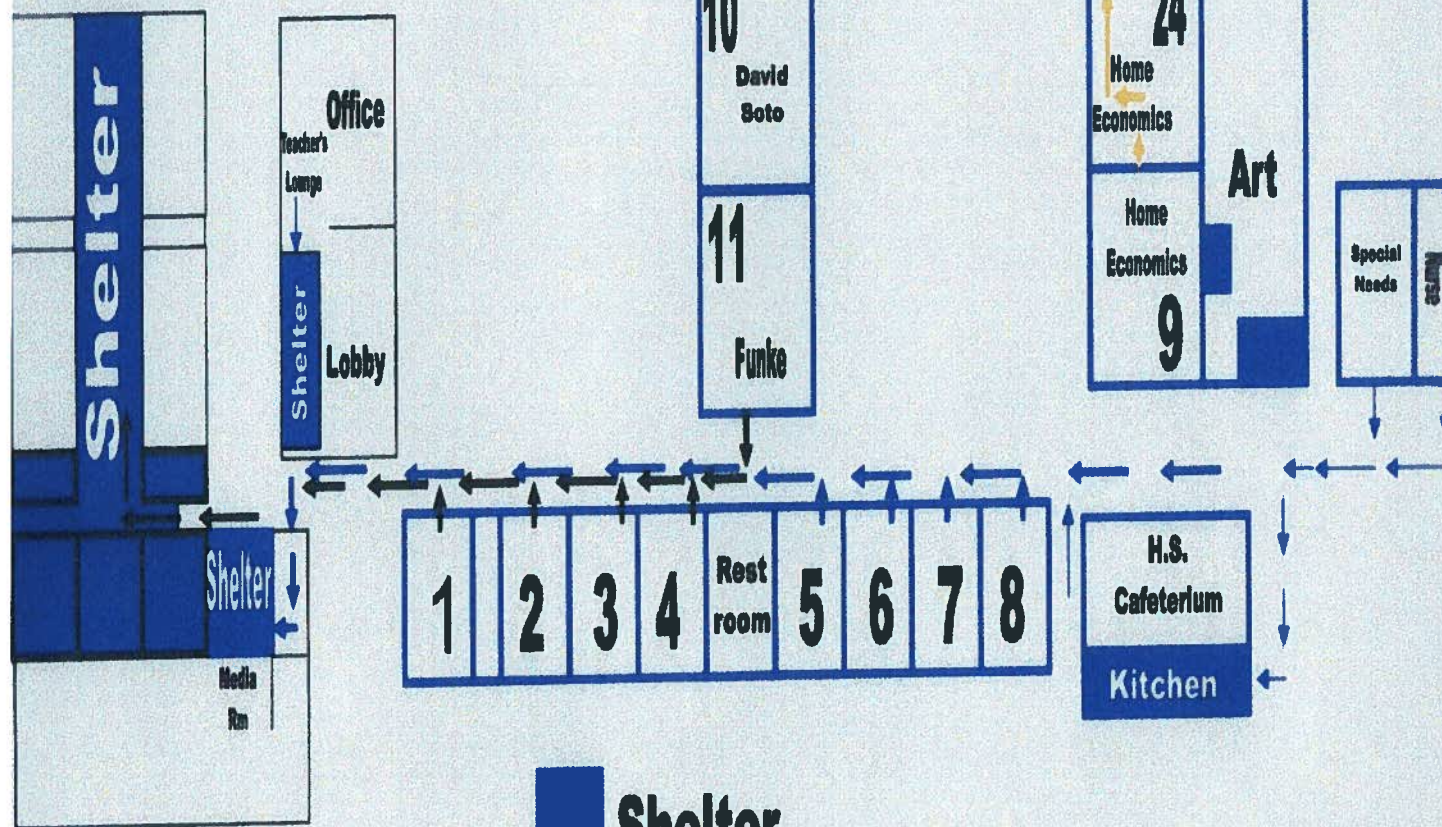


Junior High School Severe Windstorm/Tornado/Flood





High School Severe Windstorm/Tornado/Flood



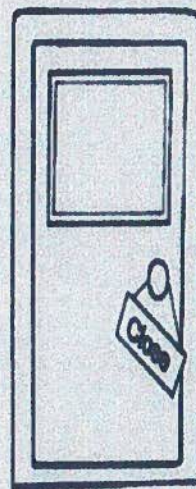
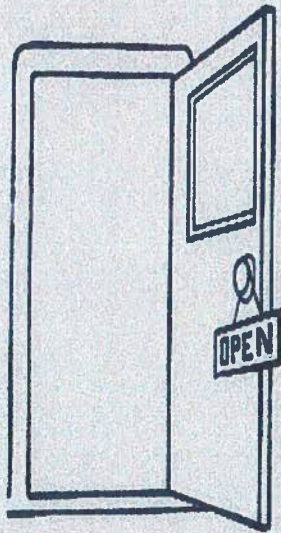
Shelter

Shelter



Shelter in Place Instructions

- Close and lock all doors and windows; do not open until all-clear signal has been given.



- Seal all cracks around door with duct tape.

Inside each Crisis Management Bag :

duct tape, class roster/parent numbers *and flash lights for OJH only due to potential black out when no electricity is available*

Please have your **crisis management bag** with you when any crisis situation and take it with you when you leave the classroom.