

Lockdown Drill Modified (secure & teach)

Also known as: targeted or Limited lockdown.

Usually initiated on the advice of law enforcement.

No entry or exit to building police may be posted outside to monitor.

Doors locked; windows covered- normal operations continue inside main building.

AMR or fire district 5 here for a student or staff member.

Escorted someone off campus.

Threats towards school/student/staff.

- Announcement will be over intercom.
- Everyone in the building will be in a secure classroom.
- Visitors outside of the building will move to main building immediately.
- Lock doors and cover door window.
- Close windows and curtains.
- Continue normal activities inside the building.
- No entry or exit once doors are locked; Exception Law Enforcement.
- Do not open the door for anyone until its ALL CLEAR.
- No cell phone calls or texts during lockdown.

Safety team response

- Safety team and law enforcement will sweep campus.

Staff and students caught outside of the building during a lockdown activation will:

If safe attempt to return school building or safe secure area

If unsafe proceed to off campus safe zone which will be Topp mart parking lot.

All Clear

- Once someone calls ALL CLEAR on intercom

Return building and classroom to normal.

Students go to normal schedule for roll call Report attendance to office

Lockdown Drill Full

Credible threat or violent activity in the area that could move onto campus.
AMR or Fire district 5 here for a student or staff member.

Escorted someone off property.

Reported some type of weapon on campus.

Active Shooter on campus.

Threats towards the school/students/staff.

Advised by law enforcement.

- Announcement will be over intercom.
- Everyone in the building will be in a secure classroom.
- Visitors outside of the building will leave the area and call 911.
- Lock doors and cover door window.
- Close windows and curtains.
- The lights will stay on.
- Stay low and out of sight.
- Do not open the door for anyone until its ALL CLEAR.
- Responders have keys for access.
- Keep calm and reassure everyone.
- No cell phone calls or texts during lockdown.
- One staff to contact main office and SRO.
- Green or red cards will be on exterior window.
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Safety team response

- Safety team and law enforcement will sweep campus.

Staff and students caught outside of the building during a lockdown activation will:

If safe attempt to return school building or safe secure area

If unsafe proceed to off campus safe zone which will be Topp mart parking lot.

All Clear

- Once someone calls ALL CLEAR on intercom

Return building and classroom to normal.

Students go to normal schedule for roll call Report attendance to office

Fire Drill

Fire district 5 and Mansfield will be notified.

- Alarm will sound off.
- Everyone in building will exit to football field.
- Map is in every emergency folder.
- Doors will be unlocked so responders can enter.
- No one enters the building.

Safety team response

- Safety team will sweep the campus.

Safety team will reset all alarms all 5 portables and main office.

All Clear

- Once SRO calls ALL CLEAR over the radio.

Return building and classroom.

Students go to normal schedule for roll call.

Report attendance to office.