# EDMONDS SCHOOL DISTRICT **EMERGENCY PROCEDURES**

## Call 911 for police, fire, and <u>ALL</u> life-threatening emergencies



- PULL THE NEAREST FIRE ALARM
- Alert other people as you evacuate
- $\Rightarrow$  Do NOT use elevators; use stairwells to leave the building
- Do not re-enter building(s) until  $\Rightarrow$ directed by emergency personnel

### **EVACUATION**

- $\Rightarrow$  Evacuate the building using the nearest marked exit in a safe, orderly fashion
- Do NOT use elevators
- $\Rightarrow$  Assist people with special needs
- $\Rightarrow$  Proceed to your site assembly or reunification location
- Follow all instructions given by  $\Rightarrow$ emergency personnel

#### **SUSPICIOUS** PERSON

- Do not let a stranger into locked or secured areas for any reason
- $\Rightarrow$  Do not confront or attempt to stop any person from leaving the area
- $\Rightarrow$  Move to a safe location and report the person to school authorities or call 911 if needed



- **CALL 911 IMMEDIATELY**
- $\Rightarrow$  Avoid leaving injured person(s) except to summon help
- $\Rightarrow$  Do not move the injured person(s)
- $\Rightarrow$  Render first aid or CPR if you are trained and feel comfortable doing so
- $\Rightarrow$  Use appropriate protection before and after rendering assistance

- ⇒ **STOP** Running is the most common cause of injury during an earthquake
- ⇒ **DROP** Make sure your head is not the tallest thing in the room
- ⇒ **COVER** Get under a desk or table to protect yourself from falling objects
- ⇒ **HOLD** Whatever you are under, hold on tightly until the shaking stops
- $\Rightarrow$  When tremors stop, check yourself and others for injuries and call 911 if medical help is needed
- $\Rightarrow$  Report your status to school officials
- $\Rightarrow$  Avoid using cell phone lines except for emergency calls
- $\Rightarrow$  Use text messages for other contacts



- $\Rightarrow$  Remain calm and offer assistance to others
- $\Rightarrow$  If safe to do so, turn off electrical devices
- $\Rightarrow$  Follow instructions of on-site school staff and administrators



- If a hazardous material is released in your area:
- $\Rightarrow$  Move away from the hazard immediately
- ⇒ Close and lock windows and doors
- $\Rightarrow$  Move to your designated shelter area (may be your classroom)
- $\Rightarrow$  Seal off the room from outside air as much as possible
- $\Rightarrow$  Stay calm and quiet
- $\Rightarrow$  Wait for the all clear from authorities



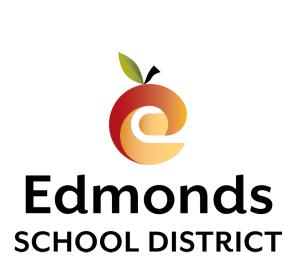
- $\Rightarrow$  DO WHAT IS NECESSARY TO SURVIVE
- $\Rightarrow$  Leave the area or building quickly and quietly, if safe to do so
- $\Rightarrow$  If you can't leave, go to an area that can be locked or secured



- $\Rightarrow$  Do not disturb, touch, or use electrical devices near the object
- Move at least 100 yards from the object

When calling 911, I will need to know:

- Nature of the emergency
- Number and type of injuries
- Location:



- $\Rightarrow$  Stay low, hidden, and spread out
- $\Rightarrow$  When safe to do so, call 911
- $\Rightarrow$  If you encounter police, show your hands, follow their commands, and don't make sudden movements

**AED** locations:



