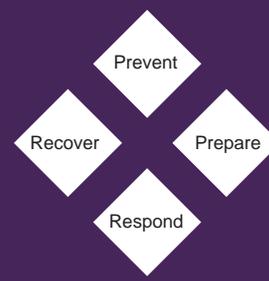


Colorado Safe Schools

A joint publication of the Colorado School Safety Resource Center, Colorado Department of Public Safety and The Center for the Study and Prevention of Violence, University of Colorado-Boulder



Volume 2, Issue 4

May 2010

Crisis Response: Be Ready to Act

This issue of Colorado Safe Schools will focus on crisis response. It is the third issue in our series on the four quadrants of emergency preparedness (prevention, preparedness, response, and recovery).

Most natural disasters and virtually all violent events occur with no advance warning and can unleash confusion and fear within seconds. However, your response can be shaped in part by advance planning and training. Staff and students who have prepared for the possibility of an event are better equipped to remain calm and follow safety protocols.

As noted in our previous issue, creating plans, training staff and students, communicating these plans to parents, and stocking emergency supplies will facilitate a quick and effective response during a crisis. Practice drills allow staff and students to test the plans, giving them a model for action and identifying potential challenges. Become familiar with the Incident Command System. It defines the characteristics of incident command, and was created with a structured yet flexible framework that is the cornerstone of the National Incident Management System (NIMS). NIMS can be scaled to any level of organization and to fit any type of incident. The primary considerations in crisis response are the safety of students and staff, followed by stabilization of the scene.

Consider these steps in effective emergency response:

Assess the situation. The first step is to assess the situation by identifying the type, location and magnitude of the crisis. Determine if there are injuries and to what extent. Determine which emergency actions are appropriate.

Act quickly to activate emergency response protocols. Call 911 and alert your crisis response team. Use the protocols you've previously established and practiced. Incident command roles within the building should be established and practiced routinely so staff are prepared to make crucial decisions in the midst of a crisis. Adopt and teach clear guidelines on these response actions: lockdown, lockout, evacuation and shelter-in-place.

Community responders may assume incident command upon arrival, but school personnel will likely be first on the scene. Responders will usually defer supervision of students and reunification to school personnel. Establish which additional resources may be needed and contact the appropriate agencies to bring in resources not already onsite.

Manage communications. Quickly communicate with students and staff; deliver appropriate and timely information to parents and the community. Your response will have a decided impact on the recovery process after the crisis is over. Anticipate the immediate response from parents by establishing communication methods with them at the beginning of each school year. Be prepared for an influx of media and work to reduce the spread of inaccurate information. Follow your established protocols for parent notification and student reunification as quickly as it is deemed safe.

Remain flexible. Expect confusion. Drills for specific events will help everyone during an actual crisis response, but it is impossible to prepare for every scenario. Be flexible and follow a survival mindset.

Conduct after-action reports. Host a post-event session to document the details of the response. This provides an opportunity to modify procedures if necessary.

Response Tips

- Expect to be surprised.
- Assess the situation and choose the appropriate response.
- Respond quickly.
- Notify appropriate emergency responders and school crisis response team.
- Evacuate or lock down the building as appropriate.
- Triage injuries and provide first aid to those who need it.
- Keep supplies nearby and organized at all times.
- Trust leadership.
- Communicate accurate and appropriate information to families and the community.
- Activate the student release system as soon as it is safe to do so.
- Remain flexible in implementing the crisis plan.
- Document actions taken during the incident and the response in a timely manner.

Source: *Practical Information On Crisis Planning: A Guide for Schools and Communities* from the U.S. Department of Education

RESOURCES

- Readiness and Emergency Management for Schools (REMS) TA Center
rems.ed.gov
- *Practical Information On Crisis Planning: A Guide for Schools and Communities*
ed.gov/admins/lead/safety/emergencyplan/crisisplanning.pdf
- *IS-100.SCa Introduction to the Incident Command System for Schools* course
training.fema.gov/EMISWeb/IS/IS100sca.asp
- Federal Emergency Management Agency
fema.gov
- *Standard Response Protocol*
iloveguys.org

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Colorado Safe Schools is produced by the Center for the Study and Prevention of Violence at the University of Colorado-Boulder in collaboration with the Colorado School Safety Resource Center.



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Contact CSSRC:
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schoolsafetycenter@cdps.state.co.us
www.safeschools.state.co.us

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Colorado Safe Schools Training in Pueblo

October 20-21, 2010

AT A GLANCE:

- Pueblo Convention Center
320 Central Main St., Pueblo, CO 81003
- Designed for school safety team members: administrators, faculty, counselors and mental health staff, SRO/law enforcement, fire safety and other community partners.
- No charge to Colorado participants. Space is limited and registration required.

KEYNOTE SPEAKERS:

- Kevin Jennings, U.S. Department of Education, Office of Safe and Drug-Free Schools
- Sameer Hinduja, Ph.D., Florida Atlantic University and Cyberbullying Research Center
- Delbert Elliott, Ph.D., Center for the Study and Prevention of Violence, CU-Boulder
- Linda Kanan, Ph.D., Colorado School Safety Resource Center

REGISTRATION: Opens in August.

Watch www.safeschools.state.co.us for more details.

Presented by the Colorado School Safety Resource Center and the CU-Center for the Study and Prevention of Violence

Colorado Safe Schools Newsletter is Going Green!

Please sign up to receive this newsletter by email to help us conserve paper and continue to keep you updated on school safety issues in Colorado.

To register your email address, visit
www.safeschools.state.co.us

Deer Creek Middle School Incident Debrief: Lessons Learned

Friday, June 11

8:30 - noon

Presented by:

Division Chief Dan Gard, Jefferson County Sheriff's Office
Chief of Safety and Security John McDonald, Jefferson County School District
Open to Law Enforcement Professionals Only.

University of Colorado Law School
Wittmyer Courtroom/Wolf Law Building
2450 Kittredge Loop Rd., Boulder

Please register by June 4:
Call Safe2Tell at 719-520-7436 or
email safe2tell@safe2tell.org

Sponsored by: Colorado Attorney General's Office, CU-Center for the Study and Prevention of Violence, and Safe2Tell

To assist you as you plan this summer...



Please remember that the Colorado School Safety Resource Center is available to any Pre-K through higher education schools to assist in your school safety planning. Our mission is to provide free:
Consultation + Resources + Training + Technical Assistance

We can customize a variety of trainings for your school safety and crisis planning teams, as you prepare for the upcoming school year. We invite you to continue monitoring our website (www.safeschools.state.co.us) for the latest school safety information and upcoming trainings. We are available all summer to help you plan, train or consult.

We wish you a restful, relaxing vacation and look forward to collaborating with you for the coming year. Tel: 303.239.4435

WHO GETS NOTIFIED?

When your school receives a Safe2Tell® report who gets the information? Make sure your administrators' contact information is current with Safe2Tell®. All data provided by school officials will be maintained for Safe2Tell use only.

Call the Administrative Office at:
719-520-7436 or simply fill out the School Contact Form on the Safe2Tell® website and return to:
info@safe2tell.org
safe2tell.org/resources/for-schools



1-877-542-7233
safe2tell.org