



Home of the Hawks
Reed Hodson **Principal**

Should an emergency or disaster situation ever arise in our area while school is in session, we want you to be aware that Highland Elementary School has made preparations to respond effectively to such situations. Additionally, the Alpine School District has a detailed plan, which is formulated to respond to a major catastrophe, including earthquakes. Your cooperation is necessary in any emergency.

Do not telephone the school. Telephone lines may be needed for emergency communication. Our phones do not work during a power outage. If a power outage occurs, we use cell phones and two-way radios to communicate with others.

In the event of a serious disaster, students will be kept at school until you or a responsible adult who has been identified as such on the Alpine School District emergency form, which is filled out by parents at the beginning of each school year, pick them up. Please be sure you consider the following criteria when you authorize another person to pick up your child at school: (1) they are 18 years of age (2) they are usually home during the day (3) they could walk to school, if necessary (4) they are known to your child (5) they are both aware and able to assume this responsibility. Parents should be patient and understanding with the student release process. The decision to keep students at school will be based upon current situations.

If students are to be kept at school, radio stations will be notified. In addition, information regarding day-to-day school operations will be available by calling the District Office or visiting their website at <http://alpineschools.org>

Impress upon your children the need for them to follow the directions of any school personnel in times of an emergency.

In the event that a major earthquake (roads impassable) takes place during the time that students are being transported, students will be kept on the bus and the driver will ask for assistance through radio contact with the school and district personnel. Any child who is home waiting for the bus will not be picked up (if roads are impassable) and remains the responsibility of the parent or guardian. In the event a major earthquake occurs in the afternoon, the driver will make every attempt to continue delivering students home.

In case of a "hazardous release event" (chemical spill) near the school area, "Shelter-in-Place" procedures will be implemented to provide in-place protection. All students and staff will clear the fields, report to their rooms, and all efforts will be made to prevent outside air from entering classrooms during the emergency. Students arriving at school during a "Shelter-in-Place" drill or event should report to the school office. When the dangerous incident has subsided, an all-clear signal will be given.

Please discuss these matters with your immediate family. Planning ahead will help alleviate concerns during a disaster or emergency.

Respectfully,

Reed Hodson, Principal