

## **Emergency Equipment**

In the event of a fire, emergency equipment automatically closes indoor hallway doors and locks out elevator service. The school has a sophisticated warning system with a fire zone annunciator that will ring the alarm automatically and signals the zone of the fire alarm.

## **Fire Procedures**

Fire drills are scheduled for the fall and spring. The directions for evacuation are posted in each room. All exits are labeled. Each class has an assigned meeting place at least 50 feet from the school building. Teachers must account for all students. Twelve fire drills are practiced each year.

## **Code Red and Code Blue Drills**

**Code Red** and **Code Blue** drills will also occur during the school year, with prior explanation and warning given to the students.

The **Code Red** drill practices the procedures required for a secured building and classrooms (**lockdown**) be necessary (i.e., hazardous material situation, intruder, etc.).

**Code Blue** could be used in the event of a local emergency (i.e., neighborhood incident, weather emergency, etc.) that requires all students to be accounted for and under supervision.

**Closing School/Early Dismissal/Delayed Opening** It is necessary sometimes to delay the opening of school, send pupils home early, or close schools entirely because of bad weather or other emergencies. The safety of school children is the primary factor in making those decisions. Please listen to your radio/T.V. for information. Please do not call the school; our phone lines need to be available for true emergency calls. Please read the following information carefully.

**Delayed Openings:** When the decision is made to delay the opening of school due to weather conditions or other emergencies, announcements will be broadcast, usually no later than 6:00 a.m. Schools will begin two hours later than usual; which means that students may enter our building after 10AM. All buses will run their routes two (depending on the opening delay) hours later than the regularly scheduled time. Lunch will be served in school, and dismissal will follow the regular schedule.

**Early Closings:** When early dismissal of students is necessary, the dismissal plan will normally be announced by 11:00 a.m. Schools are usually dismissed two and one-half hours early, which will be 1:00 for our school. Lunch periods will be scheduled for students before they are dismissed. All afternoon and evening meetings are automatically cancelled on early dismissal days.

**Evacuation of the Building**A situation may arise that would force the evacuation of the school building for more than a few minutes. A fire in the building, a bomb threat, or the presence of a dangerous intruder are examples of some of the reasons why students may be forced to evacuate and leave for home without re-entering the building. If it is determined that conditions are such that students should not return to their classrooms, the principal will contact the local police. Based on the information given, will decide whether to call any members of a critical/emergency response team. The students may then be transported to the church or local public school and will wait there until transportation or parents arrive.

## **Emergency Information / Announcements**

**Channel 12**

**Web Home Page: [www.olh.org](http://www.olh.org)**

**Local radio (92.1 FM) WLNG**

**Commercial TV Channels 2 and 4**