

Deer Creek Prairie Vale Elementary Emergency Procedures

The following are the emergency procedures for your information and to discuss at home with your child. All drills are practiced routinely at Prairie Vale throughout the year.

Severe Weather

- Security alert is announced over the intercom. (*One long BEEEEEP sound*)
- Students are to line up in a quiet, quick and orderly fashion and move to the designated area inside the building.
(Follow the Severe Weather/ Tornado map by classroom door)
- Classrooms in the portables have a designated area in the main building to go to. (Office)
- If your child is in the hallway or the restroom they need to quickly head to the closest classroom. (Not necessarily their classroom)
- If your child is outside go directly to the playground monitor. The playground monitor will escort the children to the proper safety location.
- Assume the designated posture along an inside wall or under furniture, staying away from windows.
- An “All Clear” over the intercom will resume regular activities.

School Bus Emergency Procedures

School Bus Drivers have specific training for high wind and storm conditions.

- If the Principal is aware of the threat of tornado or severe weather before school releases, the school buses will not be loaded.
- Parents will be contacted and the students will stay at the school until danger passes. (Or until parent/guardian picks up)

Emergency Procedures while your child is on the bus:

- Administration prioritizes contact with drivers by where a storm is located. They contact the drivers in the path of the storm first and instruct them on preferred emergency procedures.
- Drivers must use their judgment when a storm starts while they are driving.
- School bus drivers do have contact with the Administration Office.
- If a bus is in the path of severe weather or tornado, the bus will pull over to the side of the road and unload the children into a “safe place” (a safe location that will provide protection through the storm. Example: local store, school, office, or patrons home)
- The bus driver will make contact as soon as possible and give location to the Administration Office.
- Parents will be called and notified of student location.

- After the storm passes the children will reload on the bus and the bus will drop students off at their regular bus stops.
- School Personnel may use the media as a means of communication to patrons. (Phone lines may be full or down)

Fire / Evacuation

- Fire alarm sounds. (*BEEP BEEP sound*)
- Students are to immediately line up in a quiet, quick and orderly fashion and move to the designated area outside the building. (Follow Fire map by classroom door)
- Once outside, teachers call roll and confirm the number of students.
- Principal notifies staff and students when to return to the building.
- If your child is in the hallway or restroom they need to exit the building at the nearest exit then locate a teacher. (Ideally their teacher if he/she is visible to them)

Lock Down

- Teacher checks hallway quickly for children and immediately lock classroom door.
- Children are positioned in a back corner that is out of window sight.
- If your child is in the hallway they need to report to the closest classroom. (Teachers will check hallway for children)
- If your child is in the restroom they need to go into a bathroom stall, lock the stall door and stand on the toilet.
- If there are more people than stalls, share a stall, lock the stall door and stand on the toilet or behind the toilet or to the side of toilet.
- If your child is outside, report to the playground monitor. The playground monitor will escort the children to the proper safety location.
- The Principal/Secretary will unlock classroom doors.

Practicing emergency drills allow faculty and students to become more efficient and comfortable with safety procedures.

If you have any questions regarding safety practices and procedures, please contact Mrs. Anderson, DCPV Principal, by phone at 359-3170 ext. 411 or by email at andersonm@deercreek.k12.ok.us.