



Foothills Community Christian School

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Safe & Secure School Protocol

Lockdown: Defined as an internal threat and/or immediate threat. No one IN or OUT without administration approval. FOLLOW Lockdown Procedures!

Shelter In Place: Defined as a safety precaution taken for a possible external threat that is NOT an immediate or internal threat. The decision to implement a Shelter In Place shall be decided by school administration or law enforcement.

1. Lock external doors
2. No one IN or OUT
3. Notify phone tree
4. Conduct internal class/operations as normal
5. Do not release students from school until cleared to do so

Class Hold: Defined as a safety precaution implemented during an incident where students need to be kept in the classroom. The decision to implement a Class Hold shall be made by the school administration.

1. Conduct class normally
2. Do not release students from classroom until cleared to do so

Release With Care: Defined as a possible threat in the school's neighborhood during arrival or release time.

1. Teachers/staff may be asked to escort students to waiting cars
2. Teachers/staff may be asked to accompany students home

Evacuation: Defined as an internal threat, such as fire, that requires students and staff to leave the building for their safety.

1. At the sound of the fire alarm, assist students to quietly leave
2. Leave lights on and close door (unlocked)
3. Exit the building by the predetermined route
4. Assemble students in parking lot and have them stand quietly until released by the school administration