

Fire

❑ **In the event of a fire:**

- Sound alarm
- Call 911, Superintendent, District Support Team (at Central Office)
- Implement evacuation procedures to outside Assembly Area
- Implement plan for any students needing special assistance
- Follow standard student accounting procedures
- Some schools use a **card notification system**. The universal colors of green and red are used. Green denoted all students are present and all is well and red signifies a problem.
- Do not re-enter building until being given the “all clear” to do so
- Determine if arrangements need to be made for transportation to Alternate Building Location or if school is to be dismissed

❑ **Additional steps for our school/facility (if any):**

- _____
- _____
- _____
- _____