#### What Parents Should Do During An Emergency

## Wait for information from the district.

The latest information will be provided by phone and text message via the district's rapid messaging system Swift K-12. The first priority of building staff and district office personnel is to address the emergency at hand and ensure student safety. You will be informed as soon as information is available. If it is an ongoing event, updates will be provided as new information becomes available. Information may also be obtained from the Williamsport Area School District website at <a href="https://www.wasd.org">www.wasd.org</a> and the school district's Facebook page.

### Stay At Home or Work

Parents arriving at the school will interfere with police officers, fire fighters and other emergency personnel. Your help in allowing these professionals to effectively do their jobs is appreciated. In the event of an evacuation or early dismissal, parents will be notified via the district's rapid response messaging system, Swift K-12, as to where they may pick up their children at an established reunification location.

AS A REMINDER PLEASE DO NOT COME TO THE SCHOOL UNTIL REQUESTED TO DO SO. YOU WILL NOT BE ABLE TO ACCESS YOUR CHILD UNTIL THE EMERGENCY IS OVER AND WE HAVE ENSURED THE SAFETY OF ALL STUDENTS.

## Where To Get information

Swift K-12 Notification System: Make sure your child's school has up-to-date home, work, and cell phone numbers.

District Website: www.wasd.org

District Facebook:

https://www.facebook.com/WilliamsportSchools

## SCHOOL RESOURCE OFFICERS



Williamsport Bureau of Police

Sgt. Jody A. Miller

Officer Thaddeus Trafford

WASD School Resource Officers

Brought to you by:



Department of Student Services

Dr. Brandon Pardoe

Director of Student Services

Homeless PDE Liaison

School District Safety and Security Coordinator 570-327-5500 (x40310)

WASD
EMERGENCY
GUIDE FOR
PARENTS

A Guide for Students and

Parents in the

Williamsport Area School District





Help us to keep your children safe.

What do you need to know if there is an emergency at your child's school?

The safety and security of our students in the Williamsport Area School District is the first priority of the Board of School Directors, district administration and staff. This guide has been developed and printed to advise parents of security measures and procedures in place and to inform them regarding how they may help district personnel be proactive in the event an emergency arises.

# What Can You Do To Help?

## Review this information carefully.

Following the steps provided will help school officials, police officers, firefighters and other first responders do their jobs and focus on the safety of all involved.

#### Keep your child's emergency contact information up-to-date.

Inform your child's school immediately if your phone number or address changes. You may be called and/or texted in an emergency. Additionally, children will only be released to adults listed on the emergency information card, and who have a valid ID.

Talk with your child about listening and following directions at all times and especially during an emergency.

Report any safety concerns you may have to your child's school principal.

### HELPING US STAY SAFE:

- Local police have 24-hour access to all Williamsport Area School District buildings via electronic key fobs.
- Local police and emergency providers
  are all part of our Incident Command
  Team that meets monthly to help ensure
  our safety plans are up to date and
  provide expertise on safety issues.

#### Facts and Terms That Every Parent/Guardian Should Know

**ALICE:** All staff in the Williamsport Area School District have participated and are trained in the ALICE intruder model.

# ALERT, LOCKDOWN, INFORM, COUNTER, EVACUTE

Students K-12 are also instructed in this training model yearly.

EXTERIOR LOCKDOWN: During an exterior lockdown all school exterior doors are locked because of a threat in the general area of the school, but not on the actual school campus. Outside activities are brought inside the school. Students and staff may move throughout the building as needed. Entry and exit to the building is controlled and granted on an as-needed basis.

SHELTER-IN-PLACE: "Shelter in place" means that students are moved to small interior rooms and spaces in the school where there are few or no windows. Shelter-in-place may be used when there is potential for harm from hazardous materials that may have been released, and it is determined that an evacuation would put students at risk. "Shelter in place" may also occur during a weather-related emergency, such as severe storm or tornado.

EVACUATION: An evacuation means all staff and students must leave the school building and move to a safe location. When necessary, busses will move students. In the event of an evacuation, parents/guardians will be notified via the district's messaging system, Swift K-12, where they may pick up their children. Children will be released to parents only after proper ID has been verified.

# **Current Safety Measures**

The Williamsport Area School District (WASD) and our community makes school safety a priority. Starting with its Incident Command team, the district continuously assesses its safety and security measures to ensure we are current and up to date.

- 500+ security cameras across its 8 buildings
   Fig. 1: Arrangement of the control of the
- Two Williamsport Bureau of Police officers designated as School Resource Officers
- Addition of three School Police Officers
- 600+ staff trained in ALICE
- Access to all schools' main entry by electrically controlled access system that allows staff to identify on camera who is entering the building
- Electronic key cards used in all buildings for access
- Two-way portable radio communication for all district administration to ensure seamless communication in schools and transportation
- Individual building safety committees in all schools
- NaviGate Safety platform implemented across all schools and shared with local and county emergency providers and police
   Unorraded fire alarm systems in all schools
- Upgraded fire alarm systems in all schools
   Detailed emergency procedures provided to all
- Detailed emergency procedures provided to all teachers for their classrooms
- Intervention staff hired in all intermediate, middle and high Schools
- Evacuation drills held at all schools every year
- Lockdown, intruder, bus evacuation, and weather drills held at least twice a year in all schools

### **HELPING US STAY SAFE:**

The 500+ security cameras covering the entire school district may be monitored from a number of locations, including remotely. The cameras cover building entrances, playgrounds, cafeterias, and high traffic areas. Local police also have access.