

Hillcrest Elementary School Emergency Safety Plan

PLEASE KEEP THIS INFORMATION IN AN EASILY ACCESSIBLE PLACE

Throughout the school year, the staff and students practice a variety of drills (fire drill, evacuation, weather and lockdown, for example). In the event of an emergency, parents should check local news sources or the Baltimore County Public Schools website at www.bcps.org for detailed information. Parents can also download the BCPS app. Our students are well-prepared to follow all school safety procedures. The chart below will help you become familiar with our emergency procedures.

School Emergency Procedure	Parent Directions	Important Information
Students are engaged in lock down or shelter-in-place.	No one will be permitted to enter/exit the school building. When the emergency has passed, students may be signed out in the main office or designated location by <i>authorized persons</i> .	“ <i>Authorized Persons</i> ” are parents, guardians or persons designated on the student’s emergency card.
Students are evacuated, but remain on school grounds.	<i>Authorized persons</i> may sign students out at designated stations behind the school.	“ <i>Authorized Persons</i> ” are parents, guardians or persons designated on the student’s emergency card.
Students are evacuated and are moved to a temporary location.	<i>Authorized persons</i> may sign students out at the temporary site as permitted by emergency personnel.	Students will <ol style="list-style-type: none"> 1. Walk to Catonsville Presbyterian Church 2. Be transported by BCPS school buses to CCBC- Catonsville

ALL INDIVIDUALS WHO ARE PICKING UP STUDENTS MUST HAVE IDENTIFICATION.

It is important that Student Emergency Forms reflect current information regarding *Authorized Persons* to pick up students in the event of an emergency.