

ABC School Board
THREAT PROTECTIVE GUIDELINES

**Preparedness activities for the five threat conditions outlined in the Homeland Security Advisory System and American Red Cross and related guidelines.
 School Principals and Facility Managers are responsible for implementation of the following:**

Green	Low Threat	<p>G-1. Review ABC Crisis Response Handbook.</p> <p>G-2. Emergency plans should be up-to-date; staff should be briefed regularly.</p> <p>G-3. Conduct or update vulnerability assessments to determine potential exposure to terrorist incidents including cyber attacks.</p> <p>G-4. Survey the surrounding area to identify neighboring facilities (e.g., government buildings, industrial facilities, transportation routes or facilities) that are potential terrorist targets and would impact the school site, if attacked. Contact facility service centers for assistance.</p> <p>G-5. Review physical and operational security to ensure it is appropriate with the needs of the facility. Secure all unused lockers. All chemicals including cleaning materials should be secured as well (for assistance contact the Environmental Health & Safety)</p> <p>G-6. Review prevention protocols, emergency response, site recovery, and crisis management plans and identify updates required by changes in physical conditions, staff, students or potential impact on employees or school operations.</p> <p>G-7. Review protective actions, including evacuation and shelter-in-place plans and review scenarios where each strategy would be employed. Update plans as necessary.</p> <p>G-8. Establish early-warning systems to quickly learn of potential threats and provide a means of warning staff and students to take protective actions in the event of an emergency.</p> <p>G-9. Coordinate emergency preparedness activities with school officials and ABC security.</p> <p>G-10. Conduct training, education, and drills as required by ABC, local, state, and federal regulations and as necessary to familiarize staff, students, parents and guardians with site emergency procedures.</p> <p>G-11. Check emergency medical supply kits.</p> <p>G-12. Conduct semi-annual exercises to validate plans, generate awareness, and educate members of your response and recovery teams.</p>
Blue	Guarded Threat	<p>Include all measures from Green level.</p> <p>B-1. Inspect interior emergency lighting, exterior lighting, fences, door and window locks, surveillance equipment, and intrusion alarm systems and verify they are in good working condition.</p> <p>B-2. Inspect and test all fire protection, life-safety and alarm or communication systems used to alert building occupants to take protective actions as well as systems used by emergency response and recovery teams to communicate during an emergency.</p>

		<p>B-3. Verify communication links to ABC security, ABC central office, official government information are open and monitored.</p> <p>B-4. Verify that members of emergency response teams have access to latest copies of plan documents; are familiar with their roles and responsibilities therein, and verify all critical personnel can be contacted 24 hours a day, seven days a week.</p>
Yellow	Elevated Threat	<p>Include all measures from Green and Blue levels.</p> <p>Y-1. Secure buildings and storage areas not in regular use. Increase frequency of inspections and patrols within the facility.</p> <p>Y-2. Close and lock doors and barriers except those needed for immediate entry and egress.</p> <p>Y-3. Scrutinize all contractors, visitors, and packages entering the building.</p> <p>Y-4. Use ABC or government-issued photo ID's to verify identity.</p> <p>Y-5. Increase exterior surveillance to identify suspicious activities or packages.</p> <p>Y-6. Report the presence of unknown persons, unidentified or suspicious vehicles abandoned parcels or packages and other suspicious activities to ABC security.</p> <p>Y-7. Maintain adequate complement of security personnel.</p> <p>Y-8. ABC security may increase the frequency of patrols for unguarded facilities.</p>
ORANGE	HIGH THREAT	<p>Include all measures from Green, Blue, and Yellow levels.</p> <p>O-1. Account for all students and staff and update emergency call lists.</p> <p>O-2. Provide enhanced security to prevent penetration of site perimeter. (As determined by the Chief Operations Officer)</p> <p>O-3. Consult ABC security about restricting the use of public roads, walkways, or entrances/exits to public transportation systems that might make the facility more vulnerable to terrorist attack.</p> <p>O-4. All field trips outside of the District will be restricted unless approved by the Chief Executive Officer or their designee.</p> <p>O-5. Barriers may be provided to control the direction of travel and proximity of motor vehicles; restrict parking in proximity to buildings or other sensitive areas. (As determined by the Chief Operations Officer)</p> <p>O-6. ABC Security may impose additional limitations on facility access.</p> <p>O-7. Place all members of emergency response team on alert to respond immediately, if called.</p> <p>O-8. Verify those emergency on-site safe areas and off-site recovery sites are properly equipped and ready for occupancy, designated</p>

ORANGE		<p>staff and students are prepared to occupy the site.</p> <p>O-9. Review with staff members their responsibilities that they must follow to carry out emergency plans.</p> <p>O-10. Emergency procedure drills should be conducted as needed to ensure prompt decision making, notification, and execution of evacuation and shelter-in-place protective actions.</p>
RED	HIGH	<p>Include all measures from Green, Blue, Yellow, and Orange levels.</p> <p>R-1. Limit all extra curricular activities to within school district boundaries. (Written approval required by the Chief Executive Officer or their designee)</p> <p>R-2. Review transportation protocols and procedures with all transportation personnel.</p> <p>R-3. Identify special security needs and notify ABC Security if enhancements will be required.</p> <p>R-4. Evaluate procedures to receive other emergency evacuees if site is designated safe zone. (Contact Chief Operating Officer for assistance)</p> <p>R-5. Verify evacuation routes and off-site safe locations.</p> <p>R-6. Monitor radio and television to receive official instructions or orders from school or public authorities; prepare to release students/staff and close facilities as directed by school authorities.</p> <p>R-7. Activate parent/guardian notification protocols.</p> <p>R-8. Verify all internal safe areas, evacuation procedures and off-site safe areas.</p> <p>R-9. Review emergency transportation issues.</p> <p>R-10. Identify and prepare for dealing with special needs issues related to staff and students.</p> <p>R-11. Activate and execute emergency response plans specific to the location and nature of an incident.</p> <p>R-12. Take all appropriate actions to safeguard staff and students safety and health.</p> <p>R-13. Restrict access to the site or important buildings to essential and authorized staff only. (With the assistance of ABC Security)</p> <p>R-14. At all facilities, increase the frequency and scope of interior and exterior premises inspections.</p> <p>R-15. Frequently communicate with members of emergency response teams.</p>

RED	Imminent Danger or Incident	Activate crisis management plans to evaluate and address any impact; communicate with ABC security, staff and central office as needed.
		X-1. Suspend all community use activities.
		X-2. Make available staff and student assistance programs to address human impact.
		X-3. “Shelter in Place” plan will be activated
		X-4. Activate emergency lockdown of facility.
		X-5. Suspend all extra curricular activities.
		X-6. Verify staff and student attendance list.
		X-7. Notify all transportation vehicles to ensure the safety of all students that are not picked-up or are in transit. As soon as reasonable and safe return to terminals or nearest safe ABC facility. Validate communications.
		X-8. Facility supervisor will notify ABC security of any enhanced security issues.
		X-9. All non-emergency communications will be suspended. Validate communications.
		X-10. Site specific designee(s) will make parent notification.
		X-11. Students will be kept at site unless: Release notification from Central office: Site becomes unsafe Authorized release to guardian * Authorized evacuation by district authority * Authorized evacuation by local emergency authority
		X-12. Site specific emergency evacuations procedures should be followed
X-13. Emergency medical protocols will be activated		