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# School Based Safety & Security

— You Perform How You Practice —

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# Lockdown?

You ask why-local law enforcement tells you that there is police activity in the shopping center 2 miles from your school. You clarify to local law enforcement that you need to go into Secure the Building. The dispatcher-puts you on hold to get clarification from her supervisor. When the dispatcher clarifies that you need to go into a "Secure the Building" scenario, you begin to get texts, phone calls, and FB messages from parents asking why the school is in Lockdown. The division has gotten the message from law enforcement and have put the message out that your school is in Lockdown. Parents are concerned, teachers are scared, and students are terrified.

While the this scenario actually happened, the lessons we all learned was the importance of having a common language that we could use to communicate what is happening. Our school was in Secure the Building Status for about an hour.

Take time to review this slide deck. Know what terms your district uses, be sure all of your stakeholders know these terms as well, to include all staff, parents, and students. What is your crisis plan? You perform how you practice.

# Common Understanding & Language

Lockdown

Secure the Building

Shelter in Place

Stay Put-Stay Tuned

# Lockdown

Used to describe security measures taken to protect against intruders.

- All students stay in place with a teacher or staff member.
- Students and teachers remain in locked classrooms, unobservable from outside (lights-off, window blinds closed, door windows obscured with paper) and outside potential lines of fire.
- Students and staff members disregard fire alarms.
- No one enters or exits the school, except public safety personnel.
- Persons in trailers remain in locked trailers.



## Lockdown

Threat is possibly **INSIDE** the building.

Lockdown describes enhanced security measures taken to protect against potentially violent intruders that may be inside the building or on the school site.

# Secure the Building

Used if the danger is outside the building, e.g., a robbery near the school.

- No students allowed outside of buildings and trailers (no P.E., recess, etc.).
- All building and trailer exterior doors are closed and locked.
- People in locked trailers remain in locked trailers.
- Staff members and students are free to move about inside buildings and trailers.
- Staff member posted at building main entrance to control visitor access, issue passes, and direct to reunification area, if necessary.



## Secure the Building

Threat is **OUTSIDE** the building.

Secure the building is used to prevent unauthorized entry if the threat is outside the building i.e., a robbery in proximity to the school. Outside activities are canceled; all exterior doors are secured while staff and students are free to move about inside their building.

## Shelter in Place

Used to temporarily separate people from a hazardous outdoor atmosphere, such as in a hazmat incident.

- “Shelter-In-Place” announcement made via PA system and radio.
- Students and staff members move into main building from trailers, unless it is unsafe due to environmental contamination.
- All windows and doors are closed, locked and sealed, with materials that will hinder air flow.
- Staff members shut off main building power to stop HVAC, exhaust, and roof ventilators.
- Signs placed on the front door making notification of Shelter-in-Place Emergency.
- Building entry forbidden until public safety officials arrive and give the “all clear.”
- Exposed or contaminated people will be kept separate from the rest of school population, and directed to wash with water.
- If possible, alternative clothing for exposed individuals will be provided and contaminated clothing will be removed and sealed in plastic bags.
- Administrators will listen to local public safety officials.

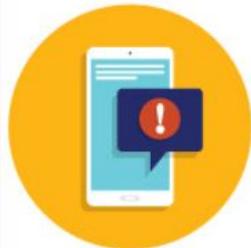


Follow directions from responding

## Stay Put-Stay Tuned

Implemented at the request of public safety officials to limit impacts on the transportation infrastructure during large-scale events.

- Stay Put, Stay Tuned announcement made via PA system and radio.
- No unsupervised release of students will occur until direction is provided by competent authority.
- Staff members will monitor local media and messaging systems for updates.
- E-notify messages will be sent by affected schools.
- Students can be released to parents with proper identification.



**Stay Put, Stay Tuned**  
Limit impact on the **transportation** infrastructure.  
Stay Put, Stay Tuned is implemented at the request of public safety officials to limit any impact on the transportation infrastructure. Normal end-of-day release will not occur until authorized by public safety officials. Parents are allowed to check out their students from school.

# Resources

Fairfax County Public Schools. (n.d.). *Emergency planning and crisis response*. Retrieved August 6, 2024, from <https://www.fcps.edu/family-resources/safety-and-transportation/emergency-planning-and-crisis-response>