

DHS EMERGENCY PLANS

As a regular part of safety procedures in Montgomery County and at Damascus High School, we practice fire, emergency situations and evacuation drills. Shelter in Place is used for situations that require heightened safety precautions. Lock down would be used for more serious situations. An evacuation would occur for a variety of reasons, for example, if there was a gas leak in the school. During emergency situations, it is necessary that students and parents know what to do, so we practice.

If a situation occurs similar to September 11, 2001, and parents feel the need to pick up their children at school, we would have staff available in the auditorium lobby to assist parents and to ensure a safe and orderly environment. Parents would be requested to sign their children out. We would keep parents informed as much as possible through Connect Ed, the system we use to call homes or through our web page if possible.

If we ever need to evacuate the building, we would bring all students to our stadium field to keep them a safe distance away. In this case, if parents needed to pick up their children, parents would report to the Weis parking lot and we would have staff at Weis available to help.

If an emergency arose where we needed to evacuate to an off-site location, we would use Damascus Recreation Center as a site. Transportation would be provided for students, and parents would be able to drive to Damascus Recreation Center to pick up their children.

During an emergency situation, it is critical that everyone remain calm and students know what is expected of them. **As a staff, we will do everything possible to keep our students safe.** It is assumed that all high school students would have keys to get into their homes or be able to visit a neighbor if their home is locked.

Parents should speak to their children about the following ways to get home in case an emergency situation exists. Please explain these 4 options to your child and what you expect of them.

Option 1

If your child normally rides the bus to and from school, MCPS bus transportation will be provided.

Option 2

If your child normally walks, drives, rides the Ride-On bus, or rides a car home with another student/parent, he/she will be permitted to walk/drive/ride home as long as it is safe.

Option 3

Some students may try to choose to use a different form of transportation than normal to get home. A student, who rides the school bus, may want to choose to take the Ride-On bus or walk/ride home with another student/parent. **Is this OK with you?**

Option 4

My child may not choose any of the above options and must remain in school (or emergency location) until either myself or the person indicated on the attached form picks him/her up.

Please use the 'Parent Release Form' if you would like us to keep your child at school until only you or a specified adult picks him/her up.

Damascus High School

Parent Release Form- Authorization for Release of Student

Name of Student: _____ Date of Birth: _____

Name of School: _____

Parent(s)/Guardian(s): _____

I certify that I am the custodial parent/legal guardian of the above named student, and I want you to keep my child at school (or emergency location) in the event of an Emergency/Crisis. **He/she should be released to me or to the following person(s) only.** (Each section must be completed.)

Name: _____ Relationship to child: _____

Address: _____ Phone: _____

Name: _____ Relationship to child: _____

Address: _____ Phone: _____

Name: _____ Relationship to child: _____

Address: _____ Phone: _____

Parent/Guardian Information:

Parent/Guardian Name: _____ Work Phone: _____

Home Phone: _____ Cell Phone: _____

Parent/Guardian Name: _____ Work Phone: _____

Home Phone: _____ Cell Phone: _____

I understand that my child will be released only to those listed on this form. This form is for emergency use only; no other use is intended or authorized. If this form is not completed and returned to my child's assigned school, DHS staff will trust that your child will make the proper choice of the options listed on the previous page.

Parent/Guardian Signature

Date

Please review this option with your child in advance so that there is no misunderstanding.

Return to DHS main office by September 14, 2018