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**Parental DOs and DON'Ts  
should a school  
emergency occur:**

- ✓ **DO visit the district website and official district social media accounts for official updates.**
- ✓ **DO tune into local television and radio stations for official school news and alerts.**
- ✓ **DO rely only on official communication from school or public safety officials.**
- ✓ **DO listen for official information regarding reunification with your child.**
- ✗ **DO NOT call or rush to your child's school. Your presence could interfere with emergency responders.**
- ✗ **DO NOT phone your child or school. For safety reasons, staff and students are discouraged from using cell phone communication.**

## **WHAT CONSTITUTES AN EMERGENCY SITUATION?**

A school crisis can take a number of different forms, such as: a chemical spill, a gas leak, a weather emergency (such as a tornado warning), a nuclear power plant emergency, or an intruder in or near one of our school buildings.

The nature of the school crisis dictates the decision for the school to enter either active threat protocols, secure mode, or to evacuate, as the best means to ensure the safety and well-being of all students and staff.

## **GET IN TOUCH** Monticello Public Schools

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763-272-2000

[www.monticello.k12.mn.us](http://www.monticello.k12.mn.us)

302 Washington St., Monticello

**Facebook: Monticello Public Schools**

**Twitter: @ISD882**

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# **MONTICELLO**

## SCHOOL DISTRICT EMERGENCY INFORMATION GUIDE

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[www.monticello.k12.mn.us](http://www.monticello.k12.mn.us)

# SAFETY TERMS AND PROCEDURES

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## Secure Mode

Students continue with their normal school day, but no one is let into or out of the building, and security is heightened. Secure Mode may be used during a severe weather or hazardous materials threat. Students will NOT be released while a building is in Secure Mode.

## Active Threat:

Active threat protocols go into place if an internal or external threat is identified at, or near, the school. All school doors are locked and staff and students are instructed to follow Run - Hide - Fight protocols. They are instructed to escape danger whenever they are safely able, to hide when necessary, and to fight if they must.

## Evacuation

In the event of certain emergencies, students will be relocated to an evacuation assembly area. Students will be released ONLY to parents/guardians with picture ID and permission from a district official. This procedure is necessary to account for the whereabouts of all students.

# HOW CAN YOU HELP?

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Ensure that your child's emergency contact information is accurate and current in Infinite Campus/Parent Portal. The district uses School Messenger to communicate with families (via phone and email) during emergencies, and updated information in Parent Portal will ensure families are receiving messages.

Discuss school safety with your child. It is of the utmost importance that students understand the importance of immediately listening to trained personnel in emergency situations.

# 21st Century Building Security Upgrades and Safety Features

- Secure entrances at all buildings
- Improved exterior lighting at district buildings
- Increase in security cameras
- Automated security system improvements
- Additional student and staff safety training (including practice drills, where we work to provide effective simulation while also being proactive to not alarm students or parents and remaining sensitive to any anxieties surrounding these situations).
- Collaboration with Wright County Sheriff's Office and city crisis teams to increase preparedness and strengthen communication