

## Emergency Information

Following an emergency situation at any Tecumseh Local School, parents and/or guardians are encouraged to monitor updated information using the following communication options:

- The Tecumseh Local School's Facebook or other official social media pages.
- Parent Square Tool - App/Text
- The Tecumseh Local School District website: [www.tecumseh.k12.oh.us](http://www.tecumseh.k12.oh.us)
- Tune into local television and radio stations.

Please **DO NOT** call or rush to your child's school. The school phone lines, staff, and driveways are needed for emergency response vehicles and First Responders

## Selected Numbers

Clark County Sheriff	(937) 328-2560
Bethel Twp. Fire & EMS	(937) 849-0303
New Carlisle Fire & EMS	(937) 845-8401
Clark County EMA	(937) 521-2175
Clark County Health	(937) 390-5600
Mental Health Service	(937) 399-9500
Information & Referral 2-1-1	
	(937) 323-1400
	(800) 915-0090

**Please DO NOT call 911  
for information**

# Tecumseh Local School District



## Emergency Information Guide for Parents & Guardians

## District Safety Efforts

Tecumseh Local Schools emphasizes the development of mental, physical, and social wellness of staff and students. The district remains committed to providing a safe and supporting environment for students, staff, and visitors.

The Tecumseh Local School District works closely with the area law enforcement, Fire and EMS, Clark County's Emergency Management and Combined Health District, and the Mental Health Services of Clark and Madison Counties officials to ensure our schools are well prepared in the event of any emergency.

The following items are in place to strengthen the district's efforts towards the Wellness Goal and coordinate the preparedness of Tecumseh Local's Emergency Response Plan.

- Meet with first responders to consider updates to the district's Emergency Operations Plan.
- Periodic meetings are held with various district committees including: Wellness; Mental Health, Crisis, and Safety.

Each school conducts a variety of safety drills (Tornado, Emergency Evacuation, School Safety, etc.) throughout the year to help students and staff prepare for possible events and emergencies.

This guide offers steps you can take if a crisis were to occur at your child's school.

## How can you assist your child to be prepared for an emergency.

- Please discuss with your child the importance of staying calm and following the directions from the staff and first responders during a drill or an actual emergency.
- Ensure your child's emergency contact information is accurate and updated. This information is obtained through the Tecumseh Local's FinalForms online portal for the Emergency Medical Form. Please update this information or contact the school whenever a change occurs to phone number, address, contacts, medical condition, physicians, etc.
- Refer to the non-emergency numbers listed in this brochure. Please **DO NOT** call 911 or the school, as they will be dealing with the emergency situation and not available to answer specific questions during an event.
- **DO NOT** rush to your child's school. Access to the school's driveways and building are critical for first responders to assist the school staff during the emergency response efforts.
- **DO NOT** call your child. Staff and students are discouraged from using their cell phones and/or social media to ensure false or misleading information is not being released. Additionally, the students need to be listening to instructions.
- Rely on official communications from the school or public safety officials.

## Safety Terms and Procedures

In the event of an emergency at your child's school, it is important to know these terms:

**Lockdown:** A lockdown will occur if an internal or external concern or threat is identified or suspected. (*Note: This could be environmental or human*) All school doors will be locked and students will be confined to the classroom or building. No access will be granted into or exit from the buildings, except for school and emergency personnel until an "All-Clear" message is announced.

**Level 1: "Shelter-In-Place":** Students must remain in the classroom/building; however, most school activities may continue within the building.

**Level 2:** Students must remain in the classroom with doors locked. Students and staff should stay quiet with the lights off until they receive additional information from the administration or emergency personnel.

**Level 3:** Staff will direct students to take immediate action to either deal with or remove themselves from the situation based upon the information they may have at that time.

**Evacuation.:** During certain emergencies, students will be relocated to an alternative location, either on or off-site, to be reunified with their parent/guardian.

**A.L.I.C.E.:** Acronym for Alert, Lockdown, Inform, Counter, and Evacuate. The TLS staff received training from the Clark County Sheriff's Office to develop an action plan during an intruder or active shooter situation.

## Reunification

If an event occurs requiring students to be evacuated from their school building, parents/guardians will be directed by district or public safety officials via social media or local media outlets to **Restoration Park Church** (55 Restoration Park Dr, Medway, OH 45341)

- Students will be released **ONLY** to their parents / guardians listed on the Emergency Medical Form.
- The parents / guardians **MUST** present a picture ID such as a driver's license, military ID, or passport.
- District and public safety officials **MUST** give permission prior to students being released from the evacuation site.
- The "Reunification Process" can be time consuming and stressful for everyone involved, parents are urged to be patient. The Reunification procedure is necessary for the school district to account for the whereabouts of all students.

## Following an Emergency

- Listen to and acknowledge your child's concerns.
- Provide reassurance that your child is safe.
- Assure your child that the district is studying the situation and additional preventative efforts will be put into place.
- Seek help from the school personnel or a mental health professional if concerns persist.