

Parent/Guardian 1:

Emergency Numbers and Notes:

Parent/Guardian 2:

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Please avoid contacting your child by cell phone during an emergency. This can overload the phone system and cause delays in communication between the school, first responders and the media.



Following an emergency:

- Listen to and acknowledge your child's concerns.
- Provide reassurance that your child is safe.
- Assure your child that additional prevention efforts are being put into place.
- Seek help from school personnel or a mental health professional if concerns persist.

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Brookfield Public Schools Emergency Information Guide for Families

Guidelines for parents and guardians to follow in case of a school emergency

"Create Your Tomorrow"



Brookfield Public Schools
100 Pocono Road
Brookfield, CT 06804

The Brookfield Public School District is committed to providing accurate and timely information in the event of an emergency. Become familiar with your school's emergency communication procedures.

HOW YOU CAN HELP

BE PREPARED FOR A SCHOOL EMERGENCY

- Ensure that your child's emergency contact information in Powerschool is accurate and correct.
- Remove the attached Emergency Procedure Card and carry it with you at all times.

IN CASE OF A SCHOOL EMERGENCY

Although your first reaction might be to call or rush to your child's school, please follow the tips below:

- DO NOT call or rush to your child's school. Phone lines and staff are needed for emergency response efforts.
- DO NOT phone your child. Staff and students are discouraged from using cell phone communication for safety reasons.
- Tune into local TV/radio stations for official school news alerts: WDAQ 98.3fm; WRKI 195fm; WLAD 800am; WFSB Channel 3; NBC30 Channel 6; and WTNH Channel 8.
- Schoolmessenger subscribers, please check your messages.
- Rely only on official communication from school or public safety officials.
- Listen for official information regarding reunification with your child.

EMERGENCY TERMS AND PROCEDURES:

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

LOCKDOWN- Takes place if an internal danger or imminent threat is identified. These threats could include an intruder, a nearby criminal or terrorist activity. All school doors are locked and students are confined to classrooms. No entry into, or exit from, the school will be allowed.

SHELTER IN PLACE- Usually associated when students take refuge in response to an external threat such as hazardous/chemical concerns or extreme weather conditions. Entry or exit from the school will be controlled.

EVACUATION- In the event of certain building emergencies, it may be necessary for students and staff to exit the building and proceed to a predetermined location.

HOW CAN I BE REUNITED WITH MY CHILD?

REUNIFICATION- Parents/guardians will be directed by school or public safety officials via TV/radio and Schoolmessenger to their child's specific relocation site. Students will be released ONLY to parents/guardians or other designated individuals who are documented as emergency contacts and who present a picture ID such as a driver's license, military ID or passport. The reunification process can be time-consuming, so parents/guardians are urged to be patient.

Parent/Guardian Emergency Procedure Card:

Keep in your wallet or carry at all times.

Following a school emergency, parents/guardians are encouraged to monitor school information and communications:

- Tune into your local TV/radio stations.
 - Schoolmessenger subscribers, please check your messages.
 - Visit www.brookfieldps.org
- DO NOT call or rush to your child's school. Phone lines and staff are needed for emergency response efforts.

Brookfield Public Schools Emergency

Information can be found on:

Channel 8- WTNH,
Channel 6- NBC30,
Channel 3- WFSB,
195FM- WRKI,
98Q- WDAQ

www.brookfieldps.org

