

PROCEDURES FOR SCHOOL REUNIFICATION DURING A MAJOR EMERGENCY

In case of an emergency, parents (or their designated emergency contact) will be responsible for picking up their children.

REUNIFICATION

In a major emergency, children will be kept at the school and only allowed to leave with an authorized adult from their emergency contact list.

DURING AN EMERGENCY

Children may be inside the school or outside at the designated assembly area (if the building is damaged). Students will be grouped by grades and classes.

CHECK-IN

Make sure you bring your photo ID.

Once at the school, go to the check-in table with the names of the children you are picking up.

PICK UP

You will be sent to another station where runners will go and retrieve the children and reunite them with you.

If you are an emergency contact, ensure you pick up all the children you are responsible for.

Once you are reunited with your children, please promptly leave the school grounds.

HOW CAN PARENTS PREPARE?

Have several authorized emergency contacts to pick up your child if you are not able to.

Review the reunification process and discuss with your emergency contacts.

Create a plan with your emergency contacts - pick up, meeting place, travel plan.

Submit the yellow emergency contact form to the school office and update if the information changes.

VSB PREPAREDNESS

School Practice

Six fire drills; two earthquake drills; two drop, cover and hold drills; and one reunification drill per year.

School Emergency Response

Training - four to six volunteer staff with two days of School Emergency Response Team training.

All teachers - basic emergency training and procedures.

First Aid Attendant.

Principal - Incident Command training.

VSB EQUIPMENT AND SUPPLIES

Emergency Radios - for communication with VSB Emergency Operations Centre.

Emergency food and water for 72-hour preparedness for Staff and Students while they are at the school.