

# What can you do as a parent?

- 1) Make sure your child's emergency contact is up to date with the schools main office.
- 2) To expedite the process of reunification, have only one family member pick up your child.
- 3) Check the District's website often for updates or changes in status of alerts in the alert notification area on the main page.

**In an effort to not overload the system, please do not contact your child's school or the Police Department.**

- 4) During evacuation and reunification situations at any of the District's high schools, school personnel may ask students to call parents and advise them of their location. In these instances, a staff member will confirm that a parent is receiving the information.
- 5) At any point in time, if you need more information on situations occurring at your child's school, please call **970.254.5100**.

**Do not call your child's school or the Police Department**



**To sign up for the Emergency Notification System, visit [www.gjcity.org](http://www.gjcity.org) and click on Sign up for Public Alerts on the left hand side of the screen.**



**CRIME STOPPERS**  
**970-241-STOP**  
**[www.241-stop.com](http://www.241-stop.com)**

Text "Tip729 plus your message" to  
CRIMES (274637)

**Check the District's homepage often for the latest updates.**

## Lockdown Procedure

A lockdown procedure helps protect staff and students from a threat, inside or outside the building (or in very close proximity to), such as an armed intruder. They occur when it may be more dangerous to leave the building by a directed evacuation than it is to stay in a secured area.

**Staff and students will remain in Lockdown until a building administrator, law enforcement or fire personnel unlock doors.**

## Shelter-in-Place

Shelter-in-place would be appropriate in a situation that might not have the potential risk to students or staff for harm or injury, and still allows students to be kept in their assigned classrooms or allows movement throughout the secured school building if authorized by the administrator.

**All students will remain inside the building until further notice.**

These symbols can be found on the District's homepage at [www.dcschools.org](http://www.dcschools.org)

### 3 Symbols You Should Know



This image indicates that all schools are open and operating on a regular schedule.



This image indicates that there is an item of moderate urgency that should be reviewed such as a school being placed on shelter-in-place or a delayed start at a school or schools.



This image indicates that there is an item of pressing urgency such as a lockdown, evacuation, or an unscheduled school closure due to inclement weather or other reasons.

**Reunification** is when students are reunited with parents after an incident or evacuation, and is a process that ensures all students are returned safely to parents. This process may occur at the school site or a pre-designated alternate site. (Parents will be notified at the time of the incident of these locations.)

**1** Parents will be directed to one entry point where they will need to have photo I.D. We ask that only one parent or guardian enter the reunification site (school or alternate location).

**2** Once inside, the parent will be directed to a specific location where school staff will confirm parent's information.

**3** Once confirmed, the parent or guardian will remain in a designated area at the reunification site and the student will be escorted to him or her. **At no point will a parent enter a secured area where students are located.**

**4** Once reunited, the parent and student will exit out designated doors.

# REUNIFICATION