

## Emergency Response Plan

July 16, 2021

Braswell Parents and Guardians:

The safety and security of our Bengal family is our top priority. Braswell High School has adopted an Emergency Response Plan to prepare for any emergencies that may arise during the school year. The BHS Emergency Operations Plan is a proactive measure designed to prepare students, staff, and faculty for the most common emergencies a school may face, and we will enact this plan in the event of a local disaster or school emergency. Each school in our district has a safety and security audit every three years in cooperation with the Police Department, Fire Department, and Central Administration officials.

We will conduct drills and training throughout the year so that students, staff, faculty, and first responders are able to work together and understand their roles in emergency situations. Our campus utilizes the [Standard Response Protocols](#) when training students and staff members.

\_\_\_\_\_ We know crisis situations are stressful for students, staff, and parents. In certain types of emergencies, neither the building nor the school grounds are safe. Some severe situations would necessitate students and staff leaving the campus. In this case, the BHS Building Emergency Response Team has constructed a plan that includes two off-campus sites for evacuation, Bell Elementary and Navo Middle School. At both evacuation sites, the BHS Building Emergency Response Team will have a designated parent pick-up location as well as a parent/public information location.

We will continue to be proactive in practicing for emergencies and keeping students, staff, and parents informed. Your cooperation is vital in any emergency. Please help us by reviewing and putting into action the following:

- ★ Please follow directions from police, fire department, and school administrators during an emergency.
- ★ Do not call the school. Office staff members may be unavailable and lines of communication with emergency response teams are our first priority. The Braswell High School or the Denton ISD information officer will provide information to parents and the public once available, and you will be told how to access the latest information.
- ★ Know that if we are involved in a major emergency we ask students and staff not to use their cell phones. We need students to be aware of their surroundings and alert for directions.
- ★ Talk to your student about what they should do should they see any inappropriate item or action at school. Encourage them to share their concerns with a trusted adult at Braswell. This could be a teacher, counselor, or an administrator. Their information will be kept confidential.
- ★ Discuss the importance of practicing drills and following directions of staff members.
- ★ **Students will be released only to parents, guardians or persons designated as emergency contacts. All are required to have picture identification.**
- ★ Be patient and understanding with the student release process. It is a methodical process designed to ensure that your child has been released to the adult of your choice or is being taken care of by us until you, the parent, arrive. Please instruct your student to follow campus procedures for dismissal.

Please discuss these matters with your immediate family and emergency contacts. You may even want to begin your own family plan of action. Planning ahead will help alleviate confusion during any type of emergency or disaster incident that may occur.

With parents, students, and staff working together, we can be proactive in making Braswell a safe place. Should you have questions regarding the Emergency Response Plan, please contact Chavayee Johnson, our campus safety coordinator.

Sincerely,

***Chavayee Johnson***

Assistant Principal, Campus Safety Coordinator