

TORNADO/SEVERE WEATHER

Tornado Watch Procedures

A tornado watch is called by the National Weather Service when conditions are favorable for the development of a tornado.

1. Monitor your radio scanner. Important frequencies to monitor are 146.920 (Denton Weather Net), 155.835 (Denton County Sheriff), and 162.400 (National Weather Service – Dallas). Also, monitor channel 39 on Charter Communications Cable Television, if available.
2. Post teachers, administrative, and/or maintenance personnel about the school grounds to watch for potential severe storms.
3. Make sure that telephone lines remain open and available to receive any additional information.

Tornado Warning Procedures

A tornado warning is called by the National Weather Service when a tornado has been sighted in the area.

1. Over the PA we will tell you that “**a severe weather situation exists.**” You would then move your students to their designated safe areas to duck and cover. (The list of locations for duck and cover is attached and labeled “Inclement Weather Response”.) If there is no time to move students then have them duck and cover under something! (Our goal is to have everyone in position in 90 seconds or less.)
2. Teachers should carry their Nelson Emergency Operations bag with them.
 - a. Maintain quiet.
 - b. Make sure students are not ducking and covering in the swing of a door.
3. Do not leave area until told to do so.

If a tornado strikes your building:

1. The **school office staff** will call:
 - a. Fire/Ambulance at 911
 - b. Denton City/County Emergency Management at 349-8101
 - c. Director of Operations at 387-4031
 - d. Superintendent at 387-6151 ext. 222
 - e. Coordinator of Public Information at 387-6151 ext. 243
 - f. Supervisor of Health Services at 387-6025
2. The **Operations Department** will be responsible for turning off gas and electricity as soon as possible.
3. The **Superintendent or designee** will make the decision to transport students to another school facility if necessary.
4. The **Superintendent or designee** will also decide if alternate facilities will be necessary for succeeding days.

5. The **Superintendent or designee** will call the Transportation Department if necessary.
6. The **Coordinator of Public Information** will notify the assistant superintendent and the local media. Broadcast agencies in particular will be notified if children need to be picked up at alternate facilities.
7. The **principal or designee** will be responsible for parent contact.
8. If necessary, a **school representative** and the **Coordinator of Public Information** should go to the hospital.
9. If applicable, the **counselor and school nurse** will counsel students in a designated area.
10. The **school nurse** will check each apparently uninjured student with the help of the Program Supervisor of Health Services.
- 11. Students may be released to their own parent/guardian or emergency contact, or if unaffected, dismissed in regular fashion. Document time of release and to whom or how students are released.**

Note: In the absence of the principal, the assistant principal will assume responsibility and should call the Executive Director of School Operations for assistance.