

Heightened Awareness

(Get your Attention)

This means a potential MAY exist for an unusual situation and all parties should have heightened awareness to react as needed.

- Follow school's communication plan for information.
- Limit movement to and from your classroom.
- Be accountable for all students.
- Be on the lookout for unusual behavior both in and outside of the school.
- Check exterior doors to make sure they are secure.

Secure Your Area of Responsibility

(Classroom, hallway, etc.)

Specific incident within your area of responsibility. (Medical, threat to self or others)

- Execute **Alert** methods.
- Secure all people within your immediate area. (May require you to move to a more secure area.)
- Lock or Secure doors.
- Monitor/use communication devices.
- May release by intercom or other personal contact.

Secure Perimeter

(On Alert)

A potential threat or danger does exist within the community/neighborhood and all parties should be aware to react as needed.

- Execute **Alert** methods.
- Secure all people within the building.
- Lock external doors.
- Cover windows.
- Stay in secure area within the building until further notice from administration or law enforcement.
- Monitor/use communication devices.
- Requires leaving unsecure areas such as fields, gym, playground, or library to a secure area.
- Continue with instruction.
- May release via intercom.

Lockdown

(Immediate threat)

Recognition of Danger: Take immediate action using the safest and best option for survival.

- Execute **Alert** methods.
- Secure yourself and others by assessing and using available information to decide if you should; HIDE (Secure and/or Barricade), RUN (Intelligent Escape) or FIGHT (Defend and Protect).

HIDE: (Secure and/or Barricade)

Lock doors, Lights off, Barricade entry, Quiet, Stay in place.

RUN: (Informed Escape)

Evacuate to a safer location, Remain with your group, Call 911 when safe, Follow HIDE protocol.

FIGHT: (Defend and Protect)

As a matter of survival engage the intruder with any means necessary.

- Monitor/use communication devices.
- Release only by administration or law enforcement.

Intruder drills will be practiced throughout the year. Follow verbal commands as given. This is a learning opportunity for all school staff and students.



Bessemer City Schools and C. F. Hard Elementary School Safety Commitment

Safety and health in the Bessemer City School System must be an integral part of every aspect of operation. Without reservation, it is every employee's responsibility at all levels to promote a safe, secure, caring and healthy teaching and learning environment.

The Bessemer City School System is committed to maintaining a safe, orderly, caring, and healthy environment by enforcing the current policies, codes and best practices. To be successful, such a program must embody the appropriate attitudes toward safety, health and security on the part of all administrators, teachers, and support staff including paraprofessionals, maintenance, custodians, cafeteria workers and bus drivers.

It also requires cooperation in all safety, health and security efforts, not only between management and employees, but also between employees and their colleagues. Only through such cooperative and collaborative efforts can an effective safety and health program be established and maintained.

The safety and health of every school employee and every student is a high priority. The Bessemer City School Board of Education is committed to providing a safe working and learning environment for all students and employees. All employees are expected to take responsibility for performing safety practices in accordance with safety standards and practices. Each employee and student must be committed to promoting a safe, secure, caring and healthy school environment within the Bessemer City School System learning environment for all students and employees. All employees are expected to take responsibility for performing safety practices in accordance with safety standards and practices. Each employee and student must be committed to promoting a safe, secure, caring and healthy school environment within the Bessemer City School System.

Please contact the school or local law enforcement with any security issues or threats regarding your schools.



**Bessemer City Schools
Department of Attendance, Safety, and Security
1621-5th Avenue North
Bessemer, AL 35020
Phone: (205) 432-3018 Fax: (205) 432-3048**

***Mrs. Linda Roper Richardson, Ed. S., Director
Dr. Autumm M. Jeter, Superintendent***



Emergency Operations Plan

C. F. Hard Elementary School

C. F. Hard Elementary School
2801 Arlington Avenue
Bessemer, Alabama 35020
Telephone: (205) 432-3300
Fax: (205) 432-3307

Dr. Armentress D. Robinson, Principal