

Situation #1:

Around mid-day the National Weather Service issues a heat advisory for the next day, as heat indices are expected to go over 105°F. That same day, at noon, you know the sixth grade classes are doing nature walk in the forest next to the school as part of their plant unit.

WHO do you contact?

Classroom Teachers

WHEN do you contact them?

This afternoon

WHY do you contact them?

To alert them to the threat of extreme heat and your preference to not have outdoor activities in the heat

HOW do you contact them?

E-mail, the nature walk is in twenty-four hours. There is plenty of time to respond.

Situation #2:

It is 2:45pm and school gets out at 3:00pm. Outside, it is raining, there are strong winds, and you see a flash of lightning. You look at radar and see a fast moving system passing through the area. Based on the radar, you presume that it should be over a little after 3:00pm.

WHO do you contact?

School transportation/Bus Company, district administration, (Classroom teachers)

WHEN do you contact them?

Immediately

WHY do you contact them?

You want to delay dismissal until the storm has passed.

HOW do you contact them?

Phone call, the need to contact them is urgent. (PA/intercom system to alert teachers and students after decision is made)



Situation #3:

It is a stormy day. You get a notice from the NOAA Weather Radio that your county is under a Severe Thunderstorm Watch. Five minutes later, you receive an e-mail from your school's weather watcher, who sends out weather updates to the building, confirming the watch and that a warning was issued for a neighboring county and that hail and a funnel cloud were reported with this system. The school district is very rural and you are the only building threatened by the system.

WHO do you contact?

Local Emergency Management, District Administration

WHEN do you contact them?

Immediately

WHY do you contact them?

You are considering activating the school's Emergency Operations Center/Facility Warning Pointt and bringing students to shelter.

HOW do you contact them?

Phone call, the need to contact them is urgent.

Situation #4:

Your building is in a location prone to fog in the late morning. One of your classes has a field trip leaving in 20 minutes and the fog is very dense. The fog developed as school was beginning. Reports are that the fog should dissipate in about 30-45 minutes.

WHO do you contact?

District Administration, Classroom Teachers

WHEN do you contact them?

Immediately

WHY do you contact them?

You want to delay the field trip departure so the fog can lift. But, it is not an emergency situation so contacting EMA's would not be necessary.

HOW do you contact them?

Phone Call, the contact need is relatively urgent.

