

## Role of Parents

### Cooperation and Communication

Although unlikely, if a school emergency or disaster situation occurs while school is in session, parents play a key role in keeping students safe and secure.

### Remember to...

- Remain Calm
- Cooperate with Authorities
- Respond to Official Messages

Cooperating with City of Nashua first responders is key, allowing them immediate access to the site of the incident. Staying at the identified pick-up location rather than traveling to the school is important to make sure rescue efforts are not hindered.

Looking for timely messages from officials is also important. Parents need to keep up-to-date by watching for automated messages on phones and in email inboxes. School officials, such as the Superintendent of Schools and/or Principal, will work closely to send messages to parents with accurate and current information.

## Parents' To Do List

### Know your child(ren)'s

Bus # \_\_\_\_\_

Classroom # \_\_\_\_\_

School \_\_\_\_\_

Teacher's Name \_\_\_\_\_

Parent Vehicle Plate # \_\_\_\_\_

- Bring a photo ID when you visit school
- Provide child(ren)'s school with current cell, home and work phone numbers
- Provide school with child(ren)'s current medical information
- Share this plan with two individuals listed on your child(ren)'s emergency card
- Name \_\_\_\_\_
- Phone # \_\_\_\_\_
- Name \_\_\_\_\_
- Phone # \_\_\_\_\_

Principals recommend that parents review information in this guide with their children.



## A Parents' Guide to Emergency Preparedness



**NASHUA**  
SCHOOL DISTRICT  
*Gateway to Opportunity*

## Cooperation and Communication

### Emergency Scenarios

Although unlikely, a school emergency could emerge as a result of a variety of circumstances:

#### Environmental event

such as a chemical spill

#### Weather emergency

such as a tornado

#### Fire-related event

such as smoke in the school

#### Intruder

such as an unidentified person in or near the school

*The Nashua School District routinely practices emergency response actions throughout the school year with staff and students. The District also works closely with City of Nashua Police Department, Fire Rescue and Office of Emergency Management officials to develop, practice and execute emergency plans to keep our students safe and secure during that rare emergency.*

#### CITY OF NASHUA

Nashua Police Department  
Emergency 911  
Non-Emergency (603) 594-3500

Nashua Fire Rescue  
Emergency 911  
Non-Emergency (603) 594-3651

Office of Emergency Management  
Non-Emergency (603) 589-3260

### Emergency Response Actions

#### Avoid, Deny, Defend (formerly Lockdown)

takes place because an internal or imminent external threat is identified at the school.

Students may be locked inside classrooms or may have evacuated the building to a safe area. No entry onto the campus will be allowed until an “all-clear” announcement is made. Students will not be released during Avoid, Deny, Defend.

**Drop, Cover & Hold** is activated during severe weather or earthquakes in order to protect students and staff from falling objects or items that may become projectiles.

**Evacuation** is activated to relocate to an evacuation assembly area. Students will be released only to parents/guardians with picture ID and permission from a District official to officially account for the whereabouts of each student.

**Reverse Evacuation** is activated when staff and students need to enter the school quickly in order to avoid a dangerous or potentially dangerous situation outside of the school.

**Scan** is activated during a bomb threat.

**Secure Campus** takes place when a threat external to the school is identified. All school doors remain locked. No entry into or exit from the school will be allowed until an “all clear” announcement is made. Normal classroom activity is unaffected.

**Shelter in Place** is activated to protect staff and students from airborne hazardous materials, toxic smoke or nuclear material.

### In Case of a School Emergency

Please help officials care for students...

**Do** rely only on official communication from the Superintendent of Schools, School Principal and City of Nashua Police or Fire Officials

**Do** tune into local television/radio stations or log onto the District website for official and confirmed school news alerts

**Do** listen for official instructions for reunification with your child

**Do not** call or rush to your child's school; allow first responders to manage an emergency situation

**Do not** rely on unofficial and unconfirmed news reported in print/online media or on radio

**Do not** phone your child or school; staff and students are advised to refrain from using cell phones during a school emergency

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