

Samantha Smith Elementary Emergency and Weather Plan

The staff and PTSA at Samantha Smith Elementary have developed a plan to keep your child safe in the event of an emergency. Please take the time to focus on the items below.

WHAT YOU NEED TO DO

Please refer to the yellow tri-fold Lake Washington School District [Emergency Operating Schedule](#) that was sent home with each student. Listen to the radio for announcements concerning school closures due to weather beginning at 5:30 A.M. Click this link to see if there are schedule changes or closures for [Lake Washington Schools](#) (statewide school closure site). If emergency conditions occur during the school day that affects school operations, the school district will contact the radio and TV stations. Phone trees will be activated by each classroom to contact parents at home or work. Please be sure that all of your work and emergency release numbers are current. **DON'T FORGET TO NOTIFY ANYONE LISTED AS AN EMERGENCY RELEASE PERSON.**

In the event of an emergency, all students will be kept at school until they can be released to their bus, van or designated adult. Please keep your yellow emergency information card and white emergency information sheet (located in the office) up to date, as **your child can ONLY be released to a person whose name appears on that card.** If that card needs to be updated, please call the office or stop in to make changes. Be sure that you have also provided an Emergency Comfort Pack to your child's classroom. Remember: In a major emergency such as an earthquake, there will be no phone service.

Develop a family plan covering what to do when children arrive home if an emergency situation occurs on the way to or from school. What is the best route home? Where could they go if they needed help? Who would care for them until you arrive? Is there someone they could call to reduce anxiety? Do you have a family reunion plan?

WHAT WE HAVE DONE AT SAMANTHA SMITH ELEMENTARY

To be prepared for the worst-case scenario, the school must be able to care for your child overnight. We have well-stocked first aid, drinking water plus student's own emergency kits. The PTSA has put together emergency backpacks for each classroom that contain a flashlight, transistor radio, first aid kit and solar blankets. The student comfort/emergency kits often reduce anxiety in a weather or emergency situation.

The emergency release information is very important. We have set up room parent emergency phone trees. In case of an early release, they can reach you at work or call another authorized number. Room phone trees will be activated from parent homes in order to keep building phone lines free for emergencies.

REMINDE YOUR CHILDREN TO WEAR A HAT (KEEP IN BACKPACK) AND A COAT EVERY DAY DURING THE WINTER AS OUR WEATHER CONDITIONS CHANGE RAPIDLY. IN THE EVENT OF AN EARTHQUAKE, STUDENTS MAY BE OUTSIDE FOR AN EXTENDED LENGTH OF TIME.