

Room 6 AM TWIGS Room

**Line up youth and exit room to the left and down the stairs. Continue through the Perry Room on left**

**and exit building through doors in white room.**

**Lead youth to the lot near garage.**

**Wait for a return signal to re-enter the building.**

**3 RINGS**

1. **Close Blinds and lock and barricade doors.**
2. **Turn off lights and close blinds on windows**
3. **Move children to a designated safe place least visible from the door.**
4. **Take attendance and keep all students calm and seated on floor.**
5. **Do not respond to anyone at door or fire alarm unless it is the emergency team.**
6. **Wait for the “all clear” announcement.**





Room 7 Children’s Choir/Video Room

**Line up children and exit room to the left and down the stairs. Continue through the Perry Room and exit building through doors in white room.**

**Lead children down ramp and to the lot near garage.**

**Wait for a return signal to re-enter the building.**

**3 RINGS**

1. **Close Blinds and lock and barricade doors.**
2. **Turn off lights and close blinds on windows**
3. **Move children to a designated safe place least visible from the door.**
4. **Take attendance and keep all students calm and seated on floor.**
5. **Do not respond to anyone at door or fire alarm unless it is the emergency team.**
6. **Wait for the “all clear” announcement.**



Room 8 1st- 2nd Grade CC Room

**Line up children and exit room to the right and down the stairs. Continue through the door into hall.**

**Turn right and exit building through doors to playground. Lead children to the lot near garage.**

**Wait for a return signal to re-enter the building.**

**3 RINGS**

1. **Close Blinds and lock and barricade doors.**
2. **Turn off lights and close blinds on windows**
3. **Move children to a designated safe place least visible from the door.**
4. **Take attendance and keep all students calm and seated on floor.**
5. **Do not respond to anyone at door or fire alarm unless it is the emergency team.**
6. **Wait for the “all clear” announcement.**





Room 9 Toddler & Infant Room

**Line up or carry children and exit room to the right and down the stairs. Continue through the Perry Room on left and exit building through doors in white room. Lead children down ramp and to the lot near garage. Wait for a return signal to re-enter the building.**

**3 RINGS**

1. **Close Blinds and lock and barricade doors.**
2. **Turn off lights and close blinds on windows**
3. **Move children to a designated safe place least visible from the door.**
4. **Take attendance and keep all students calm and seated on floor.**
5. **Do not respond to anyone at door or fire alarm unless it is the emergency team.**
6. **Wait for the “all clear” announcement.**



Room 10 3rd - 5th Grade CC Room

**Line up children and exit room to the left and down the stairs. Continue through the door leading to the hall. Turn right and exit building through doors to playground. Lead children to the lot near garage. Wait for a return signal to re-enter the building.**

**3 RINGS**

1. **Close Blinds and lock and barricade doors.**
2. **Turn off lights and close blinds on windows**
3. **Move children to a designated safe place least visible from the door.**
4. **Take attendance and keep all students calm and seated on floor.**
5. **Do not respond to anyone at door or fire alarm unless it is the emergency team.**
6. **Wait for the “all clear” announcement.**



SPRIGS Class - Perry Room

**Continue through the Perry room toward white room.**

**Exit building through doors on left in the white room.**

**Lead adults down ramp and to the lot near garage.**

**Wait for a return signal to re-enter the building.**

**3 RINGS**

1. **Close Blinds and lock and barricade doors.**
2. **Turn off lights and close blinds on windows**
3. **Move adults to a designated safe place least visible from the door.**
4. **Take attendance and keep all adults calm and seated on floor.**
5. **Do not respond to anyone at door or fire alarm unless it is the emergency team.**
6. **Wait for the “all clear” announcement.**