

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** procedures.
- 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.

Lockout

(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** procedures.
- 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** procedures.
- 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, Cover windows, Lights off, Barricade entry, Quiet, Stay in place.

RUN: (Informed Escape)

Evacuate to 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.



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

Brookwood Forest Elementary

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Mountain Brook, AL 35223

Telephone: 205-414-3700
Fax: 205-969-8121

Principal: Mr. Nathan Pitner
Assistant Principal: Ms. Christy Christian

Crisis Management is a central component of comprehensive School Safety. The most important consideration in both Crisis Management and Safe School efforts is the health, safety and welfare of the students and staff.

Mountain Brook Schools
32 Vine Street
Telephone: 205-871-4608



Emergency Operations Plan

Mountain Brook Schools

