

Safety Readiness Checklist for Schools

- Does your school have an emergency response plan? Does it address threats from fire, weather, offenders, and other potential hazards? Does your plan include responding to and recovering from disasters?
- Are crisis response team members identified? Has a chain of command been established?
- Was the plan developed in cooperation with local fire, police, and emergency management departments?
- Do the local responders have access to your school's layout, schedule, and location of critical offices?
- Does the plan include a facility map noting all entrances and exits? Is there an entrance and exit control plan in place?
- Does this plan include a system of accountability for all students, staff, and visitors in the building?
- Does the school have procedures in place for control of visitors? For releasing children to parents?
- Does the plan include primary and secondary emergency evacuation routes? Does it provide off-site evacuation locations? Have primary exits been blocked to test secondary evacuation routes?
- Is the plan practiced through drills and evacuations? Have emergency responders been included in these exercises? Have both shelter-in-place and lockdown drills been practiced?
- Do Crisis Response Team members know where the plan is located?
- Is there a system in place for regular review and updating of the emergency response Plan?

Safety Readiness Checklist for Schools

- Does your school have an emergency response plan? Does it address threats from fire, weather, offenders, and other potential hazards? Does your plan include responding to and recovering from disasters?
- Are crisis response team members identified? Has a chain of command been established?
- Was the plan developed in cooperation with local fire, police, and emergency management departments?
- Do the local responders have access to your school's layout, schedule, and location of critical offices?
- Does the plan include a facility map noting all entrances and exits? Is there an entrance and exit control plan in place?
- Does this plan include a system of accountability for all students, staff, and visitors in the building?
- Does the school have procedures in place for control of visitors? For releasing children to parents?
- Does the plan include primary and secondary emergency evacuation routes? Does it provide off-site evacuation locations? Have primary exits been blocked to test secondary evacuation routes?
- Is the plan practiced through drills and evacuations? Have emergency responders been included in these exercises? Have both shelter-in-place and lockdown drills been practiced?
- Do Crisis Response Team members know where the plan is located?
- Is there a system in place for regular review and updating of the emergency response Plan?