

Maunaloa School

CRISIS REFERRALS

(Health, Safety & Security – police, fire, ambulance)

Call **911** for IMMEDIATE ATTENTION

Send one or both cards ASAP to the office

And/or Phone the OFFICE 774-8300 or 774-8302

HEALTH ROOM # 774-8313

State in a calm, clear voice:

- State red card , blue card alert or both (brief emergency description)
- Identify yourself
- Room # and location of incident

RED CARD

Immediate Emergency

- Parent adult or any other Dangerous intrusion
- Student – out of control
- “runaway” student
- Dangerous situation
- Safety situation
- Evacuate students if necessary

BLUE CARD

Immediate Health Emergency

- Injury
- Acute illness
- Serious health concerns

PLAYGROUND EMERGENCY

Teacher/EA’s on yard duty should notify the office of any emergency situation by sending an adult or student to notify the office.

BOMB THREAT

- 1) SASA – Phone intercom
“Evacuate to Maunaloa Community Park”
- 2) Call Cafeteria (no intercom)
- 3) Office Asst to call **911**

EVACUATE buildings and go to the designated area:

- Baseball Park
- Maunaloa Village Park

Emergency Call 911
Administrative notification is not required, prior to calling 911

Teacher’s: Please teach, practice, and review all of the emergency procedures with your students.

SERIES OF SHORT BELLS LOCKDOWN in classroom

- Weapon on campus
- Gangs on campus
- Threatening situation

FIRE ALARM

EVACUATE buildings & proceed to designated area

YELLOW CARD

Establish a “BUDDY SYSTEM” with a neighboring teacher, signaling danger or need of immediate

Documentation Follow Up
with appropriate forms, ie. incident report, Chapter 19, etc.