

## **CRISIS INTERVENTION PLAN 2022-2023**

### **WARNER PUBLIC SCHOOL**

**SUPERINTENDENT 918-463-5171 EXT. 6**

**ELEMENTARY OFFICE 918-463-5171 EXT. 1 MIDDLE SCHOOL & HIGH SCHOOL OFFICE 918-463-5171 EXT. 2**

#### **EMERGENCY NUMBERS**

**In the event of an emergency call 911**

**Warner Police 918-463-391 Cell 918-769-5501 City Hall 918-463-2696 Fire Department 918-682-1313  
Oklahoma's Statewide School Hotline 1-877-safecall ext. ok 1 Oklahoma Child Abuse Hotline: 1-800-522-3511**

#### **FIRE**

**Grab your emergency folder and follow the evacuation map for your location. Please make sure that your students do not run or panic. Upon arrival to your safe location outside, be sure and check your role to make sure you have all of your kids. If you do, keep your green sheet that is located in your folder visible. If you are missing a student, make your red sheet located in your folder visible. This is a quick way for us to look and see if we are missing a student.**

#### **TORNADO & OTHER SEVERE WIND EVENTS**

**Grab your emergency folder and take your students to the Event Center (Elementary) Tornado Shelter (Middle/High School) in an organized manner. We generally have advanced notice so there is no need to run or panic. Upon arrival, be sure and check your class roster to make sure you have all of your kids. If you do, keep your green sheet that is located in your folder visible. If you are missing a student, make your red sheet, located in your folder, visible. This is a quick way for us to look and see if we are missing a student or not.**

*If severe inclement weather occurs outside of the school day, an all call will be made using our notification system. Staff members should also watch for notice of school closing on channel 2, 6 or 8. Upon returning to school, building sidewalks should be clear of ice/snow/debris.*

#### **SOFT LOCK-DOWN**

**During a soft lock down, teachers will be told over the intercom to check their email. Principals may also say, we are having a soft lock down. This means to lock your door and continue working as normal. You need to make sure you have all of your kids and let the office know of any missing students. .The most important thing is to CHECK YOUR EMAIL and follow instructions. Do not panic! Ensure the kids know that a soft lock down isn't anything to panic over.**

#### **INTRUDER ALERT/ACTIVE SHOOTER**

**If you hear INTRUDER ALERT, this is a very serious matter. Lock the external door if possible. You need to lock your classroom door and move kids away from the door. If you end up with a student who is not yours, try to let their teacher know by sending a text. Everyone will respond to this differently. The most important thing to remember is to use your common sense. We do not have specific rules to follow as each situation is different. Do what you need to do to protect your students. Some may move things in front of their doors to keep people out, if you hear gun fire, have your students lay flat on the floor, some may realize it is safer to exit through a window. Analyze the situation and do what is best.**

*PROTECTIVE or RESTRAINING ORDERS NEED TO BE FILED IN THE PRINCIPAL'S OFFICE.*

*Visible signs stating that: ALL VISITORS MUST REPORT TO THE OFFICE, should be posted.*

### **STUDENT BODY CONFLICT**

1. Call or send for assistance.
2. Do not rush into the altercation.
3. Announce your presence.
4. Call the student(s) name.
5. Give choices (Would you like to go to the office? Stop now and get into less trouble).
6. Ask/tell the students to stop.
7. Try humor
8. Do not invade the student's personal space unless you have to prevent bodily injury to another student.
9. Remove the AUDIENCE.
10. Whichever staff member knows the student best should talk to him/her.

### **FIREARMS OR WEAPONS**

1. NOTIFY BUILDING PRINCIPAL IMMEDIATELY
2. The principal or designees shall:
  - a. Verify Information
  - b. Proceed with LOCKDOWN if necessary.
  - c. Contact the police.
  - d. Notify the superintendent of schools or his designees.
  - e. Cooperate fully with the police.
  - f. Notify the parent of the student in possession of the weapon.
  - g. Transfer the confiscated weapon to the police department.

### **BOMB THREATS**

1. If the bomb threat is delivered on the telephone, the staff member should:
  - a. Keep the caller on the line as long as possible. If possible, record the caller.
  - b. Listen for characteristics of the caller and for the background noise.
  - c. Ask: Where is the bomb? What does the bomb look like? Did you place the bomb? Why have you planted it? What is your name? What kind is it? What will cause it to explode? When will it go off? What are you addressing?
  - d. Write down all the information obtained, using as many exact words as possible. (Tape caller if possible)
2. Notify principal
3. Principal will call for the evacuation of the building. Staff should use the same procedure for evacuation as used in fire drills..
4. Complete checklist provided.

### **SUICIDE PREVENTION**

*In the event of warning signs of suicidal student of staff members, suicidal threats, attempt prolonged depression, dramatic change of behavior or personality, or the making of final arrangements the severity of the level of the threat should be assessed. Ultimately, the counselor and principal need to make this determination.*

1. Notify the parents of the suicidal student or family members or staff members.
2. Work with the family to secure the needs of the student, supervision and services.
3. Monitor the student or staff member and provide ongoing assistance.
4. Students should be encouraged to report all threats of suicide by other students.