Classroom Roll - Please use to take roll and account for missing or extra students

	Missing Students
	Extra Students

standard response protocol™

The Standard Response Protocol (SRP) is a classroom response to emergency events that may occur at school. In the event of an evacuation, please take this card with you.

Lockout

Secure the Perimeter

Lockout is called when there is a threat or hazard outside of the school building.

Students:
- Return to inside of building
- Do business as usual

Teachers
- Recover students and staff from outside building
- Increased situational awareness
- Do business as usual
- Take roll, account for students

Evacuate

To the Announced Type and Location

Evacuate is called to move students and staff from one location to another.

Students:
- Leave stuff behind
- Form a single file line
- Take the hands of person in front and behind
- Be prepared for alternatives

Teachers:
- Grab roll sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students

Lockdown

Locks, Lights, Out of Sight

Lockdown is called when there is a threat or hazard inside the school building.

Students:
- Move away from sight
- Maintain silence

Teachers:
- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders Only to open door
- Take roll, account for students

Shelter

Using the Announced Type and Method

Shelter is called when the need for personal protection is necessary.

Types:
- For Tornado
- For Bomb
- For Hazmat

Methods:
- Drop, Cover and Hold
- And Seal
- In Silence

Students:
- Use Appropriate Method

Teachers:
- Use Appropriate Method
- Take roll, account for students

To use this card during Evacuation Assembly, fold along dotted lines so the appropriate message is outward facing.

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OK

Help

OK

Help