



**Virgil I. Grissom
Elementary School**

Growth • Respect • Integrity • Tenacity

Safety Meeting
Thursday, January 23, 2020
3:15 p.m. – 4:15 p.m.
Library

Presenters: Ms. Meagan Edwards, Principal

I. FACE – Survey Results from the Parent Climate

II. Lockdown – Run. Hide. Fight.

- a. Student Expectations
 - i. Remain calm and silent.
- b. Visitor Expectations
 - i. Go to the nearest room.
 - ii. Hide – behind the desks, corner, make a barricade, do not be visible
- c. Teacher Expectations
 - i. Go to the nearest room.
 - ii. Clear the hallways.
 - iii. Cover the windows.
 - iv. Turn off the lights.
 - v. Hide – behind the desks, corner, make a barricade, do not be visible
 - vi. Do NOT open the door for **anyone**.

III. Safety Expectations

- a. Identification Badges (visitor, Employee ID, student teacher, etc.) must be worn at all times.
- b. Access Cards should be carried at all times.
 - i. If lost, must be reported to Ms. Castro
- c. Doors cannot be propped open.
- d. Doors must be locked at all times.
- e. Advise students of expectations during lunch in case of intruder.
 - i. Hiding spots – behind the stage curtains, near stage exit, inside kitchen, inside cafeteria storage rooms
- f. Advise students of safety expectations, i.e. always report suspicious individual, do not open building doors anyone