

Eagle Butte School District	NEPN Code: EBCC
Policy Manual	

EMERGENCY LOCKDOWNS

LOCK-DOWN PROCEDURES

Lock-down procedures may be implemented in situations involving dangerous intruders or other incidents that may result in harm to persons inside the school building(s).

LOCKDOWN

- Principal will issue lock-down notification/procedures by announcing a warning over the P.A. system, or through radio by sending a message to each classroom.
- Direct all students, staff, and visitors with visitor tags into classrooms.
- Administrators/School Resource Officer lock all exterior doors.
- Lock classroom doors; stop all teaching.
- Cover windows of classrooms, including the window in the door.
- Move all persons away from windows and doors.
- Keep all students quiet and still.
- Everyone stays in the classroom until notified by local law enforcement.
- If notified in the event of an intruder with a weapon – evacuation, hide, flight and follow corresponding procedures

SHELTER IN PLACE

- Principal will issue shelter in place notification/procedures by announcing a warning over the P.A. system, or through radio by sending a message to each classroom.
- Designated Personnel will lock and monitor all exterior doors.
- Teachers lock all classrooms; continue teaching.
- Keep students in classrooms; ignore all passing bells.
- No passes; continue teaching.
- Everyone stays in the classroom until the principal gives an all clear signal.

WHEN IT IS SAFE SOMEONE WILL OPEN YOUR DOOR WITH A KEY AND/OR THE SUPERINTENDENT, BUSINESS MANAGER, OR PRINCIPAL WILL MAKE AN ANNOUNCEMENT/COMMUNICATION AND GIVE FURTHER INSTRUCTIONS.

DRILLS

Lockdowns and evacuation drills will take place periodically in accordance with SDCL and SD DOE guidance(s).

Adopted: April 14, 2014

Revised: March 14th, 2022