

Grand County Middle School Off-Site Reunification Drill: May 17, 2019

Parent/Guardian Information and Expectations

Reunification Planning

Standard Reunification Method:

One critical aspect of emergency response is an accountable reunification of students with their parent/guardian in the event of a critical. The Standard Reunification Method provides school safety teams methods for planning, practicing and achieving successful reunification.

Objectives:

The Off-Site Reunification Drill will provide an opportunity for students, parents/guardians and personnel to practice how to safely evacuate campus, travel to an off-site location, and reunite parents/guardians with their students. The drill will also serve as a means for identifying issues and areas for improvement with reunification planning.

Drill Specifics

Date and Time:

The drill will begin immediately following release at 1:50 p.m. on Friday, May 17. Local law enforcement will initiate the process with an orderly campus evacuation to the Grand County High School (GCHS). At the GCHS Reunification Site, students will be supervised by school staff while the reunification process is taking place.

Voluntary Participation:

Parents/guardians will receive parent consent forms to opt students in or out of the drill. If parents/guardians are unable to participate but elect to have their students participate, bus services will be available after the drill.

Communication:

Parents/Guardians will be notified through Parent Link when the drill begins. The messaging will be via phone, text and email and will indicate that it is a drill. Once students are moved to the Off-Site Reunification location, parents/guardians will be notified of the location and asked to go to the site for student pick-up.

Please note, in the event of critical incident requiring reunification or another school safety procedure, parents/guardians may be notified via Parent Link and instructed to visit the Grand County School District Facebook page or website for on-going updates. It is important that parent/guardian and emergency contact information is up to date. If you need to update this information, please do so through your Aspire account, <https://sis.seschools.org/Login/> or contact the school office.

Arriving at Reunification Site:

When parents/guardians arrive at the Reunification Site, there will be signs and staff directing them to parking and the building entrance. As parents/guardians enter the building, they will be met by greeters who will direct them to the Check-In Area in the gymnasium. In the Check-In Area parents/guardians will form lines at check-in tables, assigned by the first letter of the student's last name. Parents/guardians will be given a Reunification Card to complete while waiting in line. At each table, checkers will verify parent/guardian identity and then direct them to the Reunification Area.

Reunification Card:

While in line, parents/guardians will be asked to fill out a Reunification Card. The card is perforated and will be separated during the process. Some of the same information is repeated on both the top and separated bottom of the card. Parents/guardians will be asked to complete all parts of the card. In the case of multiple students being reunified, a separate card for each student will need to be completed.

Bring ID for Check-in:

During check in, identification and custody rights are confirmed. The card is separated and the bottom half given back to the parent. *Please note, identification is a critical step and must be provided to ensure student safety.*

Reunification with Student:

After completing the reunification card and identity confirmation, parents/guardians will be directed to the Reunification Area. There, a runner will take the bottom half of the card and will retrieve the student or students.

Transportation:

Transportation for students not participating in the Reunification Drill will be provided as scheduled. For students participating in the drill whose parent/guardian is unable to participate, bus services will be provided upon drill completion.

Additional Information and Parent/Guardian Information Session:

A Parent/Guardian Information Session will be held on Monday, May 6 beginning at 6:30 p.m. at the Grand County High School. For questions or additional information, please call GCSD Office at (435) 259- 5317.

