








IMMEDIATE ACTION RESPONSE: THE BIG FIVE

When an emergency occurs, it is critical that staff members take immediate steps to protect themselves, their students, and other people on campus. Become familiar with The Big Five, and be prepared to perform all assigned responsibilities.

ACTION	DESCRIPTION
	Implement to isolate students and staff from the outdoor environment and provide greater protection from external airborne contaminants or wildlife. Close windows and air vents, and shut down air conditioning/heating units.
	Implement during an earthquake or explosion to protect building occupants from flying and falling debris.
	Initiate for a potential threat of danger in the surrounding community. All classroom/office doors are closed and locked, and all students and staff remain inside until otherwise directed. Instruction continues as planned.
	Initiate for an immediate threat of danger to occupants of a campus or school building and when any movement will put students and staff in jeopardy. Once implemented, no one is allowed to enter or exit rooms for any reason unless directed by law enforcement.
	Implement when conditions outside the building or off-site are safer than inside or on-site. Requires moving or directing students and staff to move from school buildings to a pre-determined safe location.