



MONTGOMERY
PUBLIC SCHOOLS

Parent Safety Plan

A Guide in Event of a Campus-Wide Emergency

This information is provided as a guide for parents in the event of a campus-wide emergency while visiting a school or waiting in the pick-up or drop-off lines. Every situation is different. Always use your best judgement and follow instructions from MPS staff and law enforcement. It is important that you not block access or exit lanes to allow emergency personnel to reach the school.

- If there is an emergency at your child's school, you will be notified as soon as possible.
- When you learn of an emergency, **please do not go directly to your child's school.** Wait for information on where and when to pick up your son or daughter. **Going to the school might complicate the efforts of first responders.** You will be notified by phone/social media/media of the time and place for you to pick up your child – and remember, it may be at a separate location.
- When you come to pick up your child, you will need to have a photo ID. Only those designated in the student's records may pick him or her up. **PLEASE ENSURE YOUR CHILD'S RECORDS INCLUDING YOUR CONTACT INFORMATION AND WHO MAY HAVE ACCESS TO YOUR CHILD ARE UPDATED.**
- If you are inside a school when an emergency occurs, follow the instructions of staff, security officers, or law enforcement. If you are not with your child, please do not try to reach him or her until the emergency is over. Take shelter, and wait for the all clear.
- If you are in the car lane with your child when a non-weather emergency occurs, call 911. If possible, safely exit the campus with your child and go to a safe place. Please note anything you witness - it may be helpful during an investigation. You will be provided the information you need by phone/social media/media. This will include when it is safe to return. If the emergency is weather-related, park your car and come into the school with your child. Follow staff instructions on where to shelter.
- If you are in the car lane and you have already dropped off your child, or you are waiting to pick up your child, and there is a non-weather emergency, call 911. If possible, safely exit the campus – do not go into the school to find your child. You will be notified by phone/social media/media when it is safe to return or where and when to pick up your child. If there is a weather-related emergency, park your car and come inside the school for shelter.