

## **Emergency Evacuation Procedures**

In the event your child's school should have to be evacuated to another location, please follow these emergency procedures:

1. Please remain calm.
2. You or your designee will be directed to report to the Parent/Student Reunification Site.
3. Follow signs and directions to Student Pick Up Area. School Officials will be present to provide assistance as needed.
4. Have photo ID available. Remember that students will only be released to persons listed on their Emergency Contact Information Form. Please update your student's information as needed.
5. In the event of an evacuation, the dismissal of your children will take longer than normal. Your patience, help, and support will greatly increase our ability to do our jobs and safely return your children to you.
6. Once your child has been released to you, please leave the area immediately to reduce congestion.
7. Ongoing updates will be available by calling 817-252-2000 (option #8) or tuning to KXAS Television Channel 5, WFAA Channel 8, KDFW Channel 4, KLTU 94.9 FM Radio and WBAP 820 AM Radio.