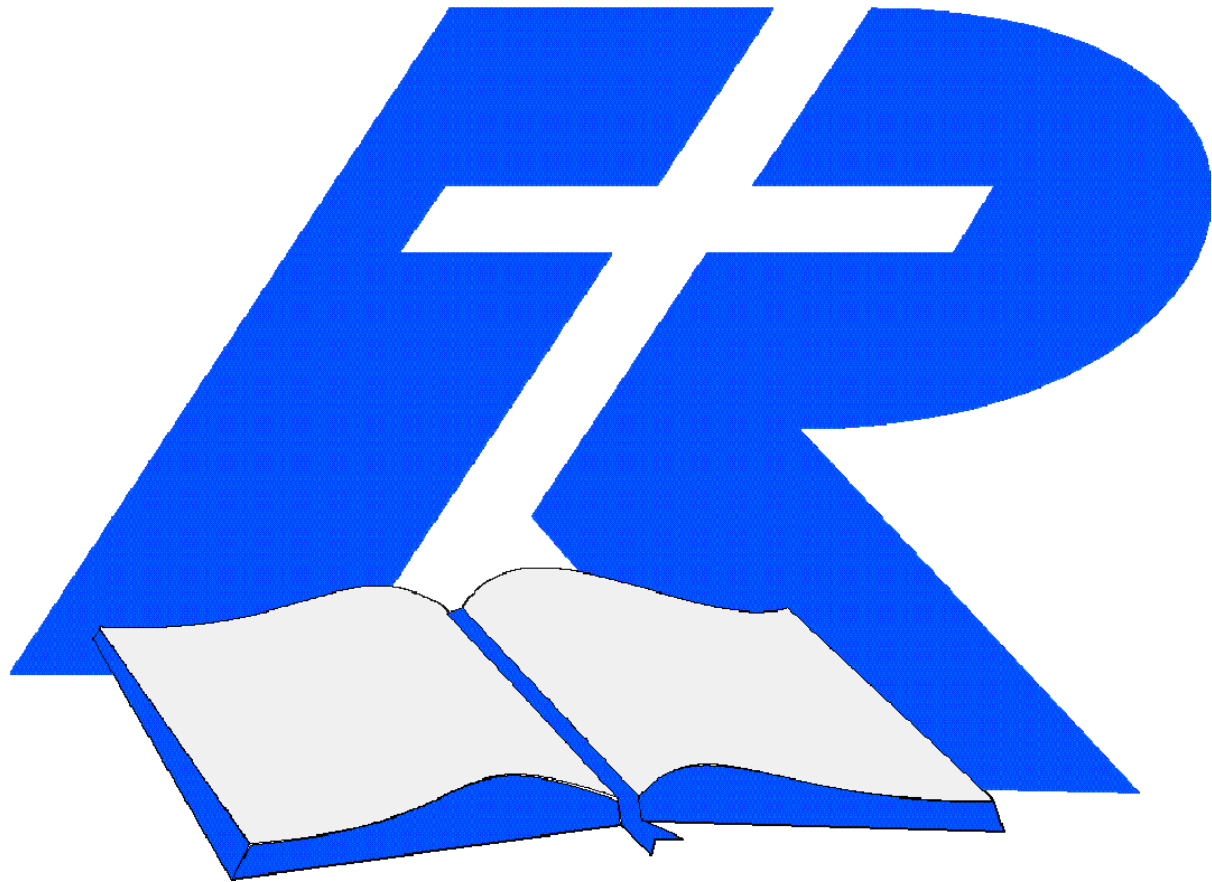


RIVERSIDE CHRISTIAN SCHOOLS

=====HOME OF THE COUGARS=====

Preschool – Elementary – Middle – High



PARENT GUIDELINES TO SCHOOL SITE EMERGENCY PROCEDURES

Parent Guidelines

EMERGENCY PROCEDURES OVERVIEW

In the event of any disaster emergency, Riverside Christian Schools has a written plan of action that will immediately go into effect. These preplanned responses are based on the experience and research of disaster preparedness professionals throughout the State of California.

Should a disaster emergency occur during school hours, you should refer to this document for information. Remember, in any disaster situation, communications are often disrupted. These Parent Guidelines to School Site Emergency Procedures are designed to refresh your understanding if an emergency develops.

While earthquakes are the central focus of this material, please be reminded that similar – if not identical actions will be taken in the event of any disaster emergency.

EARTHQUAKE AWARENESS

Authorities are emphasizing two things to residents in Southern California:

- 1) The probability of a catastrophic earthquake striking our immediate area in the near future is very high.
- 2) People must be prepared to take care of themselves for at least the first 72 hours following such a quake.

Our written authority, the *Bible*, declares in Matthew 24 that earthquakes will precede the return of our Lord Jesus Christ. Each day that passes is another day closer to His second coming, so the increase in earthquake activity and intensity should not be surprising to us as Christians. Understanding this, believers should actually be the most prepared people in all of California.

We will be caring for 1000 plus students and personnel if a disaster strikes during school hours. Preparation is a serious matter. State law requires all schools – both public and private – to have an Action Response plan ready to implement when an earthquake occurs.

WORKING TOGETHER TO BE READY

An Earthquake Survival Kit is provided, and stored, for each student and staff member of Riverside Christian Schools. It is designed to sustain them for 72 hours.

As parents and guardians of children at Riverside Christian Schools, you can help us prepare to deal with an earthquake in the following ways:

Keep a copy of these Parent Guidelines at home (and in the car), and stay informed of any changes in school emergency plans (read all information sent home):

- 1) Support the Parent Teachers Fellowship's efforts to raise money for items and equipment (consider donating money or materials).
- 2) If you have first aid, CPR, or other special training and would be available to volunteer your services once safely reunited with your family here at school, please indicate this (upon your arrival at the appropriate campus office) to our School Site Commander.

GUIDELINES FOR PARENTS IF AN EMERGENCY HAPPENS

Those who have experienced a disastrous earthquake first hand have helped develop some “Do’s and Don’ts” for parents in the event of an emergency.

While some of them may seem difficult to follow, the overall welfare of your child is at stake. The safe reunion of your family may very well depend on whether or not you follow these guidelines:

DON'T

Rush to get to school to pick up your child. You will be in more danger on the street than your child will be here, and emergency equipment will not be able to get through. Many roads and bridges may be impassable, and authorities may deny access to certain roads.

Please....take your time!

Call the school. If you are jamming the phone line no one will get through, and more importantly, we will not be able to get a call out for emergency help we might need (even if phones are working).

Panic. We know you may have a few anxious hours to face before you are certain of your child’s status, but panic often leads to fatal mistakes. Also, your child needs to see calmness in you.

Send strangers to pick up your child. The law prohibits us from releasing your child to anyone not authorized by you on your registration form. List extra names if you wish, and keep that information updated, because we will refuse to release your child to anyone else.

Worry. Busy yourself by helping others and doing what you need to do to secure your home. Prayer is far more productive than fretting.

Parents volunteering upon arrival (as being trained in first aid, CPR, triage, sweep & rescue, or another needed area) may be asked to temporarily volunteer for faculty members who need to be released, to be reunited with their families.

DO'S

Cautiously take your time to get to school once an emergency occurs. It will take time for us to take roll and set up the Family Reunion area. No child will be released until then. So don’t hurry.

Keep your phone line open. If your lines are not down, don’t use the phone except to get medical aid. If we can, we’ll contact you.

Trust us. We have an emergency plan designed by professionals, and a staff trained in first aid, CPR, triage, and sweep & rescue. We will stay and care for your child until you are safely reunited.

Wait until we can reach you to give us authorization to reunite your children. If you have no safe and sure way of getting to the school, wait for us to contact you for reunion instructions.

Be patient. As much as can be done, will be done for each and every child. The reunion process will take time. Other actions, such as evacuation or sweep & rescue attempts, may mean delays.

Pray. Often, this is the only effective and productive thing we can do in certain situations.

HOW TO PICK UP YOUR CHILD

1. When you arrive at the school, all the gates will be closed and locked for safety and security reasons. Parents and previously designated emergency contacts (on the registration form) are to gather at the Family Reunion Area (Designated pick-up area).
2. Once at the Family Reunion Area gate, request the release of your child from the next available Family Reunion Team member. Wait patiently, if necessary.
3. A runner will be sent to the Student Assembly Area to get your child for release.
4. If your child is in the Student Assembly Area, the runner will escort your child to the Family Reunion Area. There you will sign them out, be reunited and free to go.
5. If your child cannot be found in the Student Assembly Area, the runner will immediately go to the Student Control Center and notify the Student Control Leader that a legal and authorized request has been made for the release of your child, but that your child was not found in the Student Assembly Area.
6. The runner will return to the Family Reunion Area, and escort the parents (or previously designated emergency contacts) to the Student Control Center.
7. The parents will be notified of their child's whereabouts and/or condition by either the School Site Commander, the Response Teams Chief, or the Student Control Leader. Possibilities include:
 - your child is being treated in the medical area for injuries
 - your child has been transported to an area hospital for treatment
 - your child is currently awaiting rescue by a sweep & rescue team, that has made some type of contact with your child
 - your child is believed trapped, is awaiting rescue by a sweep & rescue team, but no contact has actually been made
 - your child is missing and unaccounted for, and a search has been underway
 - your child is deceased
8. Where possible, parents will be taken to their child (as in the medical area, or morgue). Otherwise, parents will wait in the student Control Center for news and updates from school site personnel.
9. Throughout the process, remember that responses to disaster emergencies often take time. Sweep & rescue teams, if they are needed, will move carefully and thoroughly. Family Reunion team members will be required to have proof of identification from those picking up your child, if that person is not immediately recognizable by team members at the gate.
10. Please remember that we love you and your children, and will do everything possible to minister to and protect all of you.

IMPORTANT NOTES TO REMEMBER

1. An Emergency Survival Kit is provided by Riverside Christian Schools, for your child and each member of the staff. Do not expect the school to have any provisions (food, water, shelter, medical aid, etc.) for anyone else in your family or neighborhood. Our supplies are limited to students and staff, and the law states they are our singular, primary concern. If the school is your family's pre-planned final reunion point, bring your family supplies with you (for example, pre-packed car survival kit for entire family). Especially if you think the time it will take to return to your home may be an extended one. (As an example: In the Bay Area earthquake of 1989, it took some Oakland residents who were at Candlestick Park in San Francisco over 7 hours to drive home after the quake hit.)
2. School personnel are required by law to remain at the school site in an emergency until officially released by the Administrator (School Site Commander). This law was enacted to help ensure the continued protection of all children and personnel at school sites throughout California. Because of this, please be understanding of teachers and staff members who may have been at school caring for your children for many hours, without any word from their own loved ones.

II TIMOTHY 1:7

“For God has not given us a spirit of fear, but of power and love and of a sound mind”.