

## Shelter in Place

The “Shelter-in-Place” plan is one that will be implemented in the event of a chemical, biological, and/or radiological incident. MCPS will follow the directions of Montgomery County Government and Public Safety Officials during any hazardous materials emergency.

- Immediately upon notification of a chemical, biological, and/or radiological incident, all exterior doors will be locked. No one will be permitted to enter or exit the school building during a “Shelter-in-Place.” Students will remain in their assigned classrooms. Students and staff in portables will remain there until public safety officials determine that it is safe to relocate. (We have an emergency supply of bottled water for all portables.) The “Shelter-in-lace” will continue until authorities announce the end of the emergency.
- Parents need to monitor public notices on radio, television, and the Internet for information about the nature and duration of the emergency. Please avoid calling the school for updates. Updates can be found on the web at <http://www.montgomeryschoolsmd.org>
- When county officials determine it is safe to do so, bus transportation will be provided for regular bus riders to return home. Parents may pick up their children from school. Our parent/student reunification process is as follows:
  - Parent/authorized person will park car in compliance with directions of parking monitors.
  - Parent/authorized person will enter the school through the front entrance.
  - Parent/authorized person will be required to show proper ID for any child being picked up from school.
  - Student will be called out of the classroom, reunited with the parent/authorized person in the all-purpose room and exit through the outside doors of the cafeteria. Parents should not go directly to classrooms.
- To best facilitate this process, **please be sure to update the Emergency Release Form as needed.**

Preparing for a crisis insures our ability to provide a safe and orderly environment for our students, staff and community. Our first priority is keeping everyone safe.