



Emergency Information Guide

Emergency Information for Parents and Guardians

Carry this information at all times. Following an emergency situation in any of our schools, parents and guardians are encouraged to monitor school information and communications by:

- ▶ Tuning in to local television and radio stations
- ▶ Visit the school district website for updates:
www.berea.k12.oh.us
- ▶ Visit the district's Facebook or Twitter pages

Non-Emergency Numbers

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|--|----------------|
| Berea Police Department | (440) 826-5870 |
| Berea Fire Department | (440) 826-5880 |
| Brook Park Police Department..... | (216) 433-1239 |
| Brook Park Fire Department..... | (216) 433-1214 |
| Middleburg Heights Police Department ... | (440) 243-1234 |
| Middleburg Heights Fire Department | (440) 243-1313 |

Please do NOT call 911 for information

District Safety Effort

Berea City School District is committed to providing a safe environment for students, staff and visitors.

The district works closely with area law enforcement, fire, EMS, and the Cuyahoga County Office of Emergency Management to ensure our schools are well prepared in the event of an emergency.

Each school conducts drills throughout the school year to help students and staff prepare for possible emergencies. Specifics of the drills are not released for safety reasons.

District Numbers

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|---|----------------|
| Administration Office/Board of Education..... | (216) 898-8300 |
| Berea-Midpark High School..... | (216) 898-8900 |
| Berea-Midpark Middle School..... | (216) 676-8400 |
| Big Creek Elementary School | (216) 898-8303 |
| Brook Park Elementary School..... | (216) 898-8307 |
| Grindstone Elementary School..... | (216) 898-8305 |
| Transportation Department..... | (216) 898-8301 |

Be prepared for an emergency

- ▶ Ensure that your child's emergency contact information is accurate and current in Infinite Campus.
- ▶ Remember and refer to the non-emergency number listed in this brochure. Do NOT call the school itself.

In case of school emergency:

- ▶ **Do NOT** call or rush to your child's school. Telephone lines and staff are needed for emergency response efforts.
- ▶ **Do NOT** phone your child. Staff and students are discouraged from using cell phone communication for safety reasons.
- ▶ Tune in to local radio and TV stations for official school news alerts.
- ▶ Rely on official communications from the school or public safety officials.
- ▶ Listen for official information regarding reuniting with your child.

Safety Terms & Procedures

In the event of an emergency at your child's school, it is important to know these terms:

Lockdown A lockdown takes place if an internal or external threat is identified at the school. All school doors are locked and students are confined to classrooms. No entry into or exit from the school will be allowed until an "all-clear" announcement has been made.

Shelter in Place Students take refuge in designated areas to protect from hazardous materials or severe weather. No entry into or exit from the school will be allowed until an "all-clear" announcement has been made.

Evacuation In the event of certain building emergencies, students will be relocated to an evacuation/relocation area. Students will be released **ONLY** to parents or guardians with a picture ID and permission from a district official.

Stay Put A Stay Put takes place in the event of a non-threatening event such as a medical emergency or maintenance issue. Hallways are cleared and teaching/instruction continues.

How can I be reunited with my child?

Reunification — Parents or guardians will be directed by school authorities via Blackboard Connect. Students will be released **ONLY** to parents or guardians who are documented as emergency contacts and who present a picture ID such as a driver's license, military ID, or passport. The reunification process can be time consuming so parents are urged to be patient.

When you arrive at the alternative evacuation site to pick up your child, there will be four stations: **A-F, G-L, M-R, S-Z.**

Please report to the station that has the first letter of your student's last name. Give the station worker your child's name. Once you have been identified, your child will be brought to you at the student release point.

Following an emergency:

- ▶ Listen to and acknowledge your child's concerns.
- ▶ Provide reassurance that your child is safe.
- ▶ Assure your child that additional prevention efforts are being put in place.
- ▶ Seek help from school personnel or a mental health professional if concerns persist.