

# RUSD Disaster Preparedness

## Student Release Procedures

### **In the event of a disaster**

In the event of a disaster, Reed Union School District, in collaboration with Tiburon Police and Fire Departments, has Disaster Preparedness procedures in place.

### **Parents - Immediately after a disaster:**

- Our primary focus will be the safety of our students. We will release students as soon as it is safe to do so.
- Do NOT come to school prior to the communication of information and instructions from RUSD about student release time, location and procedures. NO students will be released early, and the first priority is to allow access to first responders. If parents come to school prior to notification, they impede the efforts of first responders and school officials to ensure safety of all students and staff.

### **Communications**

- Telephone lines will be used ONLY for emergency communications between School/District staff and local authorities.
- Do not call schools for information. Phone lines need to be clear for emergency communication, and a high volume of cellular calls can overburden the system to prevent important communication.
- Go to the following radio stations for news updates:
  - BEARS 840 AM
  - KCBS 740 AM
  - KGO 810 AM

- RUSD's emergency notification system will be utilized to update parents via text messages and/or voice messages.
- The RUSD district main website page will be updated as soon as possible with most current and accurate information.

## **Student Release**

- Students will be supervised and safe waiting in a designated assembly area on campus.
- Parents, or parent-authorized persons, will proceed to the designated "Student Release Table" at your child's school.
- Parent and/or authorized person's identities will be verified by checking photo identification and checking RUSD's student information cards to ensure ONLY authorized persons are allowed to pick up a student.
- Parents or authorized persons will be directed to the "Reunification Area."

Please understand that each disaster or emergency is different, and the protocols will be specific to the incident. Therefore it is imperative that parents do not come to school until RUSD has provided specific information about student release.

## **Most Importantly!**

- Parents must keep all emergency information up-to-date to ensure each school knows who is authorized to pick up children if you are unable to get to school.