



Emergency Guide for Parents

Student Safety is Our Priority

With safety and security remaining our top priority, SBISD implemented the CrisisAlert® safety system from CENTEGIX® last school year. All staff wear a badge that enables them to request help, immediately alerting school responders to their location, support can be directed to them as quickly as possible. This is the most common type of alert and is used for medical emergencies, behavior situations and everyday safety incidents.

A campus-wide alert is a second feature of the CrisisAlert® system and is activated to immediately notify everyone on campus that the school is under threat, and to get to safety as soon as possible. This type of alert uses multiple audio and visual notifications to communicate the campus-wide alert. Strobe lights flash and beep in every room and hallway that are color-aligned to the Safety Response Protocols. Additionally, instructional messages are displayed on devices connected to the school's network, and an intercom message is played.

Our students and staff will continue to use CrisisAlert® as part of our regular safety drill schedules, so everyone knows what to do if an alert is activated. Should you be on campus when a campus-wide alert is issued, please follow guidance to get to a safe location immediately.

SBISD's practice is to notify parents and guardians as soon as possible via our mass communications methods whenever a safety situation arises. This will include incidents when a campus-wide alert is issued.

Jennifer Blaine, Ed.D.
Superintendent of Schools



Larry J. Baimbridge
SBISD Chief of Police



When and Why Students and Staff are asked to Lockdown, Secure, Shelter, Evacuate or Hold

A school crisis may arise for a variety of reasons. For example, there may be an environmental event, such as a chemical spill or gas leak; a weather emergency, such as a tornado warning; or an intruder in or near the school.

Spring Branch ISD follows the Standard Response Protocol as part of our campus and district safety plans. The nature of the situation dictates whether school officials, in coordination with the Spring Branch ISD Police, will put in place a lockdown, secure, shelter, evacuation, hold or any combination of these protocols, to ensure the safety and well-being of students and staff.

Note: Campuses will not open doors when emergency protocols are activated.



LOCKDOWN

A lockdown is called when there is a threat or hazard inside of the school building. Lock the classroom doors, turn out the lights, move away from sight, maintain silence, and do not open the door.



SECURE

A secure is called when there is a threat or hazard outside of the school building, for example, criminal activity in the community or an unsafe situation outside the school.

Get inside, lock the outside doors, account for all students and adults, and continue with business as usual.



SHELTER

Students take shelter in designated areas for protection from hazardous materials or severe weather.

Evacuate to the designated shelter area, which is used for hazard and safety situations.



EVACUATION

In the event of certain building emergencies, students will be relocated to an evacuation location area.

Lead students to the designated evacuation location and account for all students and adults.



HOLD

A hold is called when the hallways need to be kept clear, even during class changes.

While in your room, clear the halls, close and lock the door, and account for all students and adults.

The Role of Parents in an Emergency

Before a School Emergency

Make sure your contact information, including home and cell phone numbers, email addresses, and the names of individuals authorized to pick up your child, remains accurate and current. Update your information in Family Access (Skyward) or contact your school office.

SBISD uses multiple communication channels to share important information during school closures, weather events, campus emergencies, and other urgent situations. These include district and campus websites, social media, local media outlets, and our new communications platform powered by Apptegy.

Through Apptegy, families may receive alerts, text messages, voicemails, and critical updates directly from SBISD and your campus. Information will also be shared through the SBISD and campus websites and in the SBISD Family App, available for download in the App Store and Google Play. Search for "Spring Branch ISD TX" to download the app and stay connected.

Families are encouraged to download the app and enable notifications to ensure they receive important school and district communications.

Learn more at: www.springbranchisd.com/apptegy

During a School Emergency and Reunification after a School Emergency

In a school emergency, please trust that school and emergency personnel are doing everything possible to protect your child. Your first instinct may be to call or rush to the school to get your child. However, doing so only complicates matters from a security standpoint. For example, too many people at the scene can hinder first responders' access.

Explain to your child that cell phones should not be used during an emergency unless directed by a teacher, administrator or emergency personnel as sound, vibration, or conversation could put your child in danger.

Additionally, in a crisis situation, school phones are needed to manage the situation and lines must remain open. Calling could also put students and employees at risk in an intruder situation.

Parents will not be allowed on campus during an emergency. Following an emergency, once safe student release is possible, we will communicate instructions for reunification.

How Will I Be Reunited With My Child?

In the event students are relocated to an evacuation assembly area, parents and/or guardians will receive direct communication from the district with instructions for how to be reunited with their child. We may also post instructions on the district website and social media.

Students will be released ONLY to parents and/or guardians who are documented as emergency contacts and who present a photo 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 in the event such a situation arises.

Although your first reaction might be to call or rush to your child's school, please follow the tips listed below:

- DO monitor the district website and social media for updates.
- DO rely only on official communication from district or public safety officials.
- DO listen for official information regarding reunification with your child.
- DO NOT call or rush to your child's school. Your presence could interfere with emergency responders.
- DO NOT phone your child or school. Staff and students are discouraged from using cell phone communication for safety reasons.
- DO NOT call the SBISD Police Department. Lines should remain open for emergency communications.

The best action parents can take in an emergency is to stay close to your phone and email and monitor the district website and social media for regular updates and instructions.

Anonymous Reporting

Each campus has a link on its website homepage where anyone can anonymously report troubling situations. We encourage students, staff and parents to "See Something, Say Something," whenever they have information that could help identify and intervene before an individual might hurt themselves or others. This includes, but is not limited to, issues around safety, security, self-harm, or other similar matters. Users can report observed threats, behaviors, actions and harassment like bullying or a student talking about planning an attack.

To report an emergency, please contact:
Spring Branch ISD Police Department @ 713-984-9805.