

Parent's Role in a School Lockdown

In the event of a situation at our school, the school administrators may deem it prudent to “lock down” the school. This means that no one can leave or enter the building. The children are kept as safe as possible in their pre-designated “safe areas” from the time the lock down is announced until the time we judge it safe to let them go.

Parents are notified of any emergency via our School Messenger robocall system—this is the same system we use to announce school weather delays or cancelations. Make sure that your phone will accept a call from this system. We also have an option to send parents an email with the same information.

During the lockdown, school administrators remain in contact with the Boone County Sheriff's office to keep a handle on the situation. It is critically important that parents DO NOT phone the school during this time of emergency. Doing so can tie up our phone lines to preclude us from calling for help. The time taken to answer calls also draws time, energy and resources away from our primary goal of keeping students safe.

We will do everything we can to get as much information out as we can to the community. We may also activate an School Emergency web page with information for parents. This web page link, when activated, will be on our www.ihm-ky.org home page. We may also make available a special information voice mailbox, at (859) 689-5010, ext 525.

No additional information can be given over the phone than is already provided in the robocall messages. We understand a parent's concern and their need to call, but we trust parents can understand our need to keep our phone lines free to contact law enforcement and emergency responders.

In the event of a lock down, parents:

- Expect a phone call and/or email advising of the situation
- Standby your phone for additional instructions
- DO NOT phone the school office
- DO NOT come to the school expecting to pick your child up; no one will be allowed to enter or leave the school during a lock down.
- If we need to activate our Emergency Family Reunification Plan, you will receive a phone call telling you where to go to pick your child up. You will need to show a photo ID at that site.