



EMERGENCY PREPAREDNESS SAFETY TERMS AND PROCEDURES

- FREQUENTLY ASKED QUESTIONS -

Q: WHAT IS A LOCK-OUT?

A: Lock-Out is a District response used to secure the school from a potential disturbance taking place outside of the school. This might include police activity in the neighborhood or other disturbances. During a Lock-Out classes continue as usual and all students in classes occurring outside of the building must return to the building. Students and staff are permitted to move about in the building as needed. All ingress and egress are monitored by school security and administration. This is the least restrictive emergency response.

Q: WHAT IS A LOCK-IN?

A: Lock-In is a District response used when there is a safety issue inside of the school. This might include an unauthorized person having entered the school and/or a disturbance inside of the building. During a Lock-In the disturbance is inside of the building. Students and staff are to remain inside of their classrooms and offices until the all-clear is given by school administration. Common areas of the school are cleared. Classes continue as usual. Ingress and egress from the building are more restricted.

Q: WHAT IS A LOCKDOWN?

A: A Lockdown is a District response when there is an imminent safety threat occurring inside the school, on the school campus, or immediately adjacent to the school that has a high probability of moving onto school grounds that prevents the safe evacuation of a school. The police and/or first responders are contacted. Regular school activities are suspended. Students and staff remain in classrooms or other secure areas away from potential danger and do not leave the safe areas. Ingress and egress from the building are restricted until the lockdown is lifted by the police.

Q: HOW LONG DOES A LOCK-OUT, LOCK-IN, AND LOCKDOWN USUALLY LAST?

A: Most emergency responses are precautionary in nature and called out of an abundance of caution. They last from 10 to 30 minutes but can last longer if the incident requires more investigation and intervention. Since each situation is unique, there is no pre-established time limit. The emergency responses are lifted as quickly as practically and safely possible.

Q: SHOULD I CALL THE SCHOOL OR COME TO THE SCHOOL DURING A LOCK-OUT, LOCK-IN AND LOCKDOWN?

A. Our first priority is keeping students safe. We kindly ask that you not call the school or come to the school during an emergency response. This allows the Upper Darby School District Team and/or police to secure the location and manage the incident. We will communicate as soon as practically and safely possible via a ParentLink email, through CrisisGo to those parents registered to the app and across our social media (Facebook, Instagram, Twitter).

Q: WHAT IF MY CHILD CONTACTS ME DURING A LOCK-OUT, LOCK-IN, AND LOCKDOWN?

A: If you receive a call or a text from your child during an emergency response, please urge your child to remain calm and to follow instruction from the school officials. Please note that during Lockdowns, students are expected to remain as quiet as possible and verbal communication may not be safe. Remember that we kindly ask that you not call the school or come to the school during an emergency response.

Q: HOW WILL I KNOW MY CHILD'S SCHOOL WAS IN A LOCK-OUT, LOCK-IN, OR LOCKDOWN?

A: You will be notified via email, CrisisGo and social media if your child experiences a Lock-out, Lock-In or Lockdown during the school day. Your child's Principal will follow up in a separate email following the incident.