

## Site Disaster Plan – Personnel Assigned Duties

All district personnel must make arrangements regarding their own families and home. In an emergency, all personnel are to complete their assigned duties and remain until properly relieved by their site administrator. In the absence of any one of the following employees, the Incident Commander will designate available personnel to assume his/her duties. The duties of the staff are listed below:

### COMMAND CENTER

<b>Incident Commander: IC</b>		
-Incident Commander: Sonia Arnold-DeHay (Radio)		Alternate: Jessica Morgan
-Log Keeper: Abby Sykes		Alternate: Teresa Chavez-Madrigal
<b>Custodial/Facility</b>		
-Team Leader: Richard Chavez (Radio) Laura Sweeney (Radio)		Alternate: Laura Sweeney
<b>Command Center</b>		
*Team Leader: Sonia Arnold-DeHay		
*Open Emergency Container: Richard Chavez		
<b>First Aid Team</b>		
-Team Leader: Carmy Mendoza (Radio)		Alternate: Denise Sommer
-Log Keeper/Communications: Laura Buratto		Alternate: Carmen Rebolledo
-Triage (I, L, D): Nicole Katz		Alternate: Tracy Mehta
<b>Damage/Safety Assessment Teams (Search &amp; Rescue Teams)</b>		
-Team Leader: Jessica Morgan (Radio)		
- Open Emergency Container: Richard Chavez		
<b>-TEAM A SEARCH</b>		<b>-TEAM B SEARCH</b>
Team Group Leader: Justine Haight (Radio)		Team Group Leader: Shari Farrington (Radio)
Christina Clayton		Camille Vaughn
Mary Jane Corral		Marilyn Monroy
<b>-TEAM A RESCUE</b>		<b>-TEAM B RESCUE</b>
Team Group Leader: Joey LaMacchia (Radio)		Team Group Leader: Jason Craig (Radio)
Gloria Ino		Melissa Barber
Mojdeh Senzamici		Teresa Villarruel
<b>Emergency Assembly Area Team</b>		
-Team Leader: Amy Speshyock (Radio)		Alternate: Tara Svensson
Marta Uribe (2 <sup>nd</sup> ) Tami Bilco (K) Erin Henson/Kelly Taiji (5 <sup>th</sup> )(6 <sup>th</sup> ) Sheila Abshere (4 <sup>th</sup> ) Fara Palma (3 <sup>rd</sup> ) Tara Svensson(1 <sup>st</sup> )		
<b>Parent Communication: Request/Reunification Team</b>		
-Team Leader: Request Rosi Maldonado Shaqur (Radio)		Alternate: Jesus Catalan
Jesus Catalan		
Reunification Carmen Rebolledo (Radio)		Alternate: Zoe Bristol
Teresa Chavez-Madrigal		
<b>Campus Security/Reunification</b>		
Brook Monahan (Radio)		

### Radios: ALL RADIOS ON CHANNEL 3

The following team leaders will have radio to communicate w/ Incident Commander Sonia DeHay(Principal) Richard Chavez/ Sub Custodian, Jessica Morgan, Justine Haight, Carmy Mendoza, Amy Speshyock, Joey LaMacchia, Jason Craig, Rosi Maldonado-Shaqur, Carmen Rebolledo, Shari Farrington, Laura Sweeney, Brooke Monahan

**Support Personnel Duties**

All staff not assigned a specific duty/area should remain in the Emergency Assembly Area unless you are called to assist in a team by the Team Operation Leader (Sonia Arnold-DeHay). These are your assignments.

Gloria Baltazar	Emergency Assembly Area
Dana Richard	Emergency Assembly Area
Iuliana Earl	Emergency Assembly Area
Ophelia (Fifi) Cannon	Emergency Assembly Area
Lucy Cosma	Emergency Assembly Area
ANY SUB Campus Supervisor	Emergency Assembly Area
Marilyn Monroy	Emergency Assembly Area
Nicole Katz	Emergency Assembly Area
Chris Carrera (8:15 - 12:15)	Emergency Assembly Area
Sue Clevenger	Emergency Assembly Area
Joey LaMacchia	Command Center (Search Team A)
Tracy Mehta	Command Center (Search Team B)
Michael Brown (10:00-2:50)	Emergency Assembly Area
Brooke Monahan	Command Center (Campus Security)
Miller James (10:00 - 2:50)	Emergency Assembly Area
Usha Singh	Emergency Assembly Area
Grace Chiang (Lunch)	Emergency Assembly Area
Silvia Gonzalez Vazquez (Lunch)	Emergency Assembly Area
Rogelio Reyes	Emergency Assembly Area
Usha Singh	Emergency Assembly Area w assigned student
Vanessa Tellez	Emergency Assembly Area w assigned student
Sylvia Lomelli	Emergency Assembly Area w assigned student
Teresa Villureal	Emergency Assembly Area w assigned student
Julie Fischer	Command Center (First Aid Team: Triage)
Amy Fosnight	Emergency Assembly Area
Jesus Catalan	Command Center (Parent Communication/Reunification Team)
Claire Noack (varied hours)	Emergency Assembly Area
Kirra Stankoski (varied hours)	Emergency Assembly Area
Zoe Bristol/Lydia Widmer	Emergency Assembly Area
Denise Sommer	Emergency Assembly Area
Carmen Rebolledo (Tu, W & F)	Command Center (Parent Communication/Reunification Team)
Carly Mendoza	Emergency Assembly Area
Teresa Chavez- Madrigal	Command Center (Parent Communication/Reunification Team)
Rosi Maldonado-Shaquir	Command Center (Parent Communication/Reunification Team)
ANY Additional Adult Support assigned to La Patera	Emergency Assembly Area

## General Procedures

### Fire

1. **At the sound of the alarm**, students line up at the door and proceed in an orderly, quiet fashion to a predetermined location, as indicated in the Emergency Assembly Area map. Students are to remain at this location under the supervision of their teachers until further instructions

### (911 should be called-SOM)

2. Teachers insure that all students evacuate the building safely.
  - Teachers must take their class roster with them (per fire department).
  - All students stop work immediately & listen for directions.
  - Room's line leader opens door and leads the line out.
  - Students must walk out in an orderly manner in a single file line, walking quickly (no running) without talking.
  - The Teacher is the last one out and should check to see that all students are out.
  - All doors must be closed – not locked.
  - All classes proceed to their assigned areas (or as close as possible) See Emergency Assembly map.
  - Please count your students once you are in your area (any student who is with a resource/support teacher must walk out with that teacher). Once on the field, the "resource" teacher will hand the student(s) to his/her regular classroom teacher.
  - Complete the Emergency Attendance Sheet
  - Everyone remains quiet, no talking until the principal or appointed designee in charge dismisses them.
  - If a child is missing, or you have an emergency, you need to communicate by showing your RED card.

### If a fire drill:

After you have counted the students as quickly as possible, show a green card reporting that everyone is there or a red card if any student is missing.

- ✓ Return must be orderly and controlled. No talking, No running.
- ✓ Never dismiss for games or recess from the fire drill.

## Earthquakes

### Students Inside Building:

### **(When you feel the earth shaking)**

- The teacher, or other person of authority, implements the action by saying, "DROP, COVER AND HOLD." Students and others in the room immediately drop to their knees under furniture with backs to the windows, if possible. One or both hands should be **placed over the neck area** with arms over ears; lay forehead on knees and keep eyes closed. One or both hands should be used to hold the desk legs in order to keep the furniture from shifting. Students remain in one of these positions until the teacher gives the next instruction.
- After the tremor stops and there is no danger from falling objects, the teacher moves children from any room hazards, e.g., windows, heavy, suspended light fixtures, and bookcases. As soon as possible, the teacher supervises the orderly removal of students from the building to the designated evacuation area.
- Take a trashcan with you on the way out of your room.
- Room's line leader opens door and leads the line out.
- Students must walk out in an orderly manner in a single file line, walking quickly (no running) without talking.
- The Teacher is the last one out and should check to see that all students are out.
- Once in Assembly area, teachers must account for all students under their supervision by **PLACING A STICKER ON EACH STUDENT – before going to your assignment.**
- **SUBMIT ALL LEFT OVER STICKERS DIRECTLY TO Command Center. AFTER RECORDING NAMES, *The Leftover Student Stickers* will be sent to the PARENT COMMUNICATION /REUNIFICATION LEADER –Rosi Maldonado-Shaqr.**
- After roll call has been taken, all staff reports to assigned areas to carry out their respective tasks.
- Teachers' primary responsibility is students - (if there is a substitute - substitute remains with students).
- Remember to **leave doors OPEN after an earthquake.**

### REMEMBER:

- Duck, cover, and hold no matter where you are
- Do not stand in doorways
- Get away from glass

Students Outside Buildings:

1. At the first sign of a tremor, students and personnel must move away from the buildings, trees, and utility wires and DUCK & COVER. After the tremor stops, students are to report to the grade level designated areas.
2. Teachers join their students as soon as possible to take roll and then to report to their designated areas to complete their tasks.

Students on School Buses:

When children are on the school bus and an earthquake occurs, the following actions will be taken:

The bus driver:

1. Pulls to the side of the road away from any buildings, if possible, and issues the command, "DROP, COVER AND HOLD". Students take the protective position described under "Students Inside Buildings."
2. Sets the brakes and turns off the ignition.
3. Waits until the earthquake is over.
4. Contacts the Director of Maintenance, Operations and Transportation.

**If an Earthquake Drill:**

- The announcement will be:  
**"We are practicing an earthquake disaster, please duck, cover and hold."**
- 1 minute wait
- **"The shaking has stopped. Please proceed to evacuate the building."**  
(The Principal will clear you)

**Hostage Situation, Shooting, Person with Gun Threat**

Gunfire, or notification to staff and students of the presence of the threatening situation will require a lock down procedure.

In the event of this situation the following steps should be taken:

1. Immediately take cover. (Use earthquake procedure of "DROP, COVER AND HOLD"). Maintain cover until situation is secure.
2. Upon notification of such situation, individual advised must call the office, or notify the office in person (if possible).
3. Principal will go on the PA and say "This is lockdown." Lock down alarm is: 2 tones, 15 seconds break, 2 tones. **(SOUNDS LIKE EUROPEAN POLICE SIREN)**
4. If you/students are outside, take cover, stay low, and if situation is secure, walk quickly to a classroom, lock door, close windows, draw curtains, duck and cover, until you are notified that situation is secure.  
If you are indoors, take cover, stay low, lock door, close windows, draw curtains, duck and cover, until situation is secure.
5. The Incident Commander will immediately notify:

a. Sheriff Department/ Fire		911
b. GUSD Superintendent	Donna Lewis	8-200-201 or 681-1200
c. SBECO Superintendent	Bill Cirone	964-4711 ext. 5285
d. Emergency Services Coord.	Gary Pickavet	964-4711
e. Building Administrator	Bill Ridgeway	964-4711 ext. 5700
6. The incident commander/school principal will decide to close the office or the school if necessary. Do not allow anyone to enter until the police department arrives to take command.

7. Alert the staff of the situation in a discrete manner. Coordinate activities of the administration, faculty, and staff. Make a decision whether the buildings will be evacuated. Evacuate everyone possible from the location of the hostiles. Stay out of the line of sight and fire from the hostiles.
8. Minimize all contacts and actions that will aggravate the hostiles, and wait for law enforcement to assume command.
9. If hostiles establish contact with the office staff before law enforcement arrives, maintain the communication link, but do not allow them contact with anyone else with authority. Stall, "no one has the authority" and wait for law enforcement.
10. Once evacuated, use same procedures as disaster emergency plan, for accounting of students, unless law enforcement dictates differently.

### **Bomb Threats**

1. Evacuate buildings according to fire drill plans.
2. The Principal contacts the Assistant Superintendent for Instructional Services and the Sheriff's Department.
3. Selected school personnel and law enforcement officers inspect the school site.

### **Explosion**

Follow procedures for earthquakes.

### **Nuclear Attack**

Follow procedures outlined under "Earthquakes" with the exception of leaving the building. If buildings remain intact, remain inside until further directions are given. It is important to remain in a protective position through both, the explosion heat wave (5-15 seconds after the explosion) and blast wave (15-60 seconds after the explosion).

### **Chemical Accidents**

Warning of a chemical accident is usually received from the fire or police department or from civil defense authorities when such accidents occur sufficiently near a school to be a threat to student and personal safety.

Faced with a chemical release or spill which may issue from any one of several potential sources — i.e. a train, a tanker truck, an airplane, a pipeline break, an industrial enterprise, or from any other source not named here, —the principal, principal designee, or disaster team leader, will make the decision for confinement of the students and adults by closing windows and doors and closing off air intake to heater system. All students and staff should stay inside until the situation or conditions warrant other action.

In order to make the decision for confinement or evacuation, the principal, principal designee or disaster team leader will carefully assess the situation taking into account any available information regarding the nature of the spill or release, the type of chemical involved, its toxicity, volatility, flammability, explosive potential, proximity of the release or spill to the school site, the volume of the chemical release or spill, weather conditions, (particularly wind conditions and direction), temperature, or any other related factor(s) which may affect the level of danger to the school children or personnel.

Information provided by any relevant Federal, State, County or City Office or agency, or District school officials, when available, will be utilized in making the above-mentioned decisions.

### **Severe Windstorm**

Warning of a windstorm is usually received via radio, television or civil defense officials. If time permits, parents may be contacted and children sent home or picked up at school.

However, if high winds develop without sufficient warning:

1. Assemble students in buildings, against an inside wall.
2. Close doors and blinds.
3. Teachers must account for all pupils by taking roll.

### **Fallen Aircraft**

The Principal determines the emergency action to be taken.

Students and staff must keep a safe distance from the aircraft.

Teachers must account for all their pupils by taking roll.

### **Flooding**

Warning of flooding is usually received via radio, T.V. or other public agencies. If flash flooding or creek overflow occur, stay indoors until released by an official agency (i.e. fire or police department personnel).

### **Emergencies on the way TO and FROM School**

Instruct students to follow protective procedures outlined under specific emergencies with regard to protective position and safety precautions. If students are on their way to school, they should continue to school; if going home continue home.

### **All Emergencies**

1. Use common sense. Remain Calm. Remember that the safety and well being of pupils is the first priority.
2. Use extreme caution when entering or leaving buildings.
3. Do not light candles, matches, cigarettes, etc., since there may be leaking gas lines or flammable material present.
4. If the odor of gas is present, report this immediately to the person of authority.
5. Keep pupils away from fallen or damaged electrical wires.
6. Turn on the radio to get official emergency information.
7. Use the telephone only to report emergencies. Leave lines clear for emergency operations.

### **School Process for Release of Student Custody**

1. Adults collecting students go directly to the office to be directed to the location of their child(ren).
2. The teacher records the name of the adult to whom the child(ren) are released, using the School Emergency List.

<b>SCHOOL EMERGENCY PREPAREDNESS POINTS TO REMEMBER</b>
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- Take the drill seriously
- The way you train is the way you behave
- Know your evacuation route
- Evacuate the building as quickly and calmly as possible
- Complete the Emergency Attendance Sheet and make sure Emergency Assembly Team Leader receives it
- Students will look to you for direction
- How the adults behave will determine how the students behave
- Slow down, relax, and move efficiently
- Be flexible
- Use your common sense
- A drill is a practice for directing people in a crisis
- Expect the unexpected
- The complex does not work in an emergency
- Every step you take increases your chances of getting injured. Stay put until shaking stops
- Evaluate the situation carefully
- Stay calm; calm your students and others
- Avoid confrontations
- Select alternate evacuation route if you encounter safety hazards; report these hazards to nearest team leader
- Help your students feel comfortable
- Report to your assigned area and begin completion of tasks
- Know your assignment tasks
- Proceed with task assignments
- Complete assignments/ assess progress
- Report findings to appropriate team leaders
- Record your findings
- Complete paperwork
- Work together
- When relieved of assignment, evaluate your actions
- Be quiet, attentive & cooperative

**BY LAW, DURING A DISASTER,  
TEACHERS BECOME "DISASTER WORKERS"**

**INCIDENT COMMANDER (Principal) WILL RELEASE PERSONNEL  
AS APPROPRIATE PER DISTRICT GUIDELINES**



**TASKS - TEACHERS**

1. Visually check to see if buddy or class next door exits the building.
  - **Take a labeled trashcan with you as you exit your room.**  
Once in assembly area -line up in designated area.  
**Place labeled trashcan in front of your class.**

**Buddy List Assignments**

Clayton	Farrington
Bilco	Clevenger(Art)
Monahan (CT )Room 25	Corral (Computer)
Uribe	Brown (Science)
Vaughn	Ino
Sykes	Palma
Craig	Speshyock
Svensson	Senzamici
Barber	Henson/Taiji
Buratto	Monroy (CT) Room 13
Morgan	Haight
Sweeney	Carera (CT) Room 19
Abshere	Fischer (library)
Chavez-Madrigal	Bristol (Speech)
Intervention Specialists Rm 17	Catalan (Psych)

2. Each teacher needs to **PLACE NAME STICKER ON EACH CHILD** indicating child is present. **LEFT OVER STICKERS INDICATE:**  
**AB** [absent], **I** [injured], **M** [missing] students.
  - Additions/deletions to these stickers is the teacher’s responsibility – during the school year - for his/her emergency packet & buddy teacher packet.
3. These **LEFT OVER STICKERS will be sent directly to Command Center**, she will highlight name on her alpha list and then **immediately** send them to the Parent Communication & Reunification Team Leader (**Rosi Maldonado-Shaqr**).
4. All teachers should make sure their classes have been removed to the Emergency Assembly Area, students have been accounted for and Left Over Stickers are submitted **before** reporting to their team assignment areas — reporting to team leaders.
  - Students will be on grass for approximately 30 minutes -- make sure you have a bag with supplies for students to keep busy.
5. If you need to take on a grade level team member’s class, please place name stickers on students and submit any that are left over to Command Center.

6. Teachers assigned to the Emergency Assembly Area assume responsibility for all their grade level students.
  - If you are absent, **substitute teachers do not** take over your assignment. **Substitute teachers stay in Emergency Assembly Area.**

### Teacher Assignments

Remain With Students at Emergency Assembly Area	Report to Incident Command Area
	Clayton (K)
Bilco (K)	Farrington (K)
<b>Speshyock (1st ) AREA LEAD</b>	Craig (1st)
Svensson(1st)	Sykes (2nd)
Palma (3rd)	Ino (3rd)
Uribe (2nd)	Vaughn (3rd)
Abshere (4th)	Sweeney (4th)
Henson/ Taiji (5th& 6th)	Barber (5th)
	Buratto (6th)
	Haight (6th)
	Morgan (6th)
	Senzamici (RSP)
	Catalan (Psych)
	Bristol(Speech)

<p><b>TASKS - INCIDENT COMMANDER (PRINCIPAL)</b></p>
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1. Initiate school site emergency plans.
2. Inspect pupils / site to determine immediate needs.  
Communicate with team leaders and custodian.
3. Report condition of pupils / site(s) to the Assistant Superintendent for Instructional Services.
4. Advise the Superintendent if removal of pupils to an alternate site is necessary.
5. Secure all pupil records.

<b>TASKS - CUSTODIAL</b>
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1. **Team Leader (Richard Chavez) reports to Incident Commander immediately.**
2. Shuts off all utilities as needed.
3. Puts out fires if necessary.
4. Surveys and reports all damage to the Incident Commander.
5. Assists the Incident Commander in performing other duties as assigned.

**TASKS – School Office Manager (Rosi Madonado-Shaqr)**

1. Initiates emergency calls. (911)
2. Reports back to Incident Commander.
3. Assist in securing all pupil records.

<p><b>TASKS - OPERATIONS TEAM MEMBERS</b></p>
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(As assigned by Team Leader)

1. **Assists Office Manager.**
2. Mans the phones and/or emergency communications equipment.
3. Communicates with outside emergency assistance
4. Readies pupil records for removal. (folding boxes by student records)
4. Keeps a log/times, volunteers, equipment usage.
6. Receives information from Parent Communication/Reunifications Team.

<p style="text-align: center;"><b>TASKS - FIRST AID TEAM</b></p>
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1. **Report to Team Leader – Carmy Mendoza  
Takes student medication from Health Office to Emergency Area.**
2. Sets up first aid station for the care of injured pupils/personnel in the first aid area (playground area indicated on map).
3. Reports physical condition of pupils/personnel to Incident Commander, using “ **Student Release Forms**”.
7. Determines need for additional medical help, including hospitalization.
8. Triage Victims – label triage victims (**Carmy Mendoza & Nicole Katz**)

**TASKS - DAMAGE/SAFETY ASSESSMENT TEAMS  
(SEARCH TEAM & RESCUE TEAMS)  
(2 teams; See site maps)**

1. **Report to Team Leader – Jessica Morgan**  
**Leader opens emergency container.**  
Get hard hats and Search and Rescue bags (red), located in disaster shed.
2. **Team Leader will assign rescues and emergencies first.**  
(based on information from Incident Commander). Team Leader keeps track in a map of room by room reports from team.
3. **SEARCH TEAM** conducts a sweep of the site (see Attached Map). Mark doors (/) as entered with date & time and (X) as you exit with **chalk**. Check for fire, gas and water leaks, electrical hazards and structural damage. Determine safest routes through campus.
4. **RESCUE TEAM** rescues trapped, or injured persons as directed by the team leader and removes them as viable. Report findings to Team Leader on a room by room basis.
5. Report back to team leader safety hazards and safe areas (indicate on maps with **X** or /).
9. Put out small fires with classroom extinguishers.
10. Keeps a written record of injury treatment, time of treatment and names of those treated on activity log.



<p><b>TASKS - EMERGENCY ASSEMBLY AREA TEAM</b></p>
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**Retrieves BULLHORN from OFFICE to use at assembly area.**

1. **Team Leader – Amy Speshyock** - receives/relays messages. Designated runners (adults) go between the assembly area and the parent reunification area (Parent Communication/Reunification Team) using **“Student Release Form”**.
2. **Uses “Do Not Cross” tape to enclose all students in one area.**
3. Act as caretakers of the students.
4. Comfort students.
5. Care for small cuts and bruises.
6. Supervise games or activities of students.

<b>TASKS - PARENT COMMUNICATION/REUNIFICATION TEAM</b>
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**Parent Communication/Request Gate**

1. **Team Leader – Rosi Maldonado-Shaquir** - relays / receives messages. Use **adults** as runners to and from Emergency Assembly Area when necessary using **“Student Release Form”**.
2. Team leader receives the **Stickers** from the **Command Center** **AFTER** Principal highlights names on the alpha list.
3. Designates escort (adults) to pick up students that are to be released to parents or other designated adults listed on the Emergency Card.

**Parent Reunification Gate: Carmen Rebolledo/Teresa Chavez-Madriral**

1. Records times of parent contacts and releases to parents / adults on the child’s sticky label and places the sticker on paper provided **BY LAST NAME** as the child leaves the school site.

<p><b>TASKS - ALL STAFF</b></p>
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1. Direct pupils to carry out emergency actions.
2. Render immediate first aid.
3. Assist others as needed.
4. Restore order.
5. Report condition of pupils/ site to the team leaders.
6. Supervise children at all times until relieved of responsibilities by the Incident Commander.

# Evacuation Area by Classroom

17* Inclusion Specialists	* Library Fischer
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15* Haight 6th	16* Morgan 6th
14* Buratto 6th	13* CT's

C	R
Psych	R
DSpch	R

Rest-  
Rooms

21* LC Madrigal- Chavez	20* 4th Abshere
18* Sweeney 4th	19* CT

11* Henson/ Taiji 5th	12* Barber 5th
10* SPED	9* Svensson 1st

Restrooms

* Boiler room	* Kitchen	* <b>MULTI- PURPOSE ROOM</b>
* Custodial	* Teacher's Lounge	

8* Craig 1st	5* Sykes 2nd
7* Speshyock 1st	6* Palma 3rd

4* Ino 3rd	1* Science Brown
3 Vaughn 3rd	2 Uribe 2nd

C* Bilco K	26* Art
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24* Computer Corral
25* CT @Afterschool

\* OFFICE \*

**PARKING**  
  
**LOT**

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A* Clayton K	B* Farrington K	<b>KINDERGARTEN PLAYGROUND</b>
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# Location of Fire Extinguishers \*

17*	* Library Fischer
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Inclusion Spec

15* Haight 6th	16* Morgan 6th
14* Buratto 6th	13* CT's

C	R
Psych	R
DSpch	R

Rest-Rooms

21* LC Madrigal- Chavez	20* Abshere 4th
18* Sweeney 4th	19* CT's

11* Henson/Taiji 5th	12* Barber 5th
10* SPED Senzamici	9* Svensson 1st

Restrooms

* Boiler room	* Kitchen	* <b>MULTI-PURPOSE ROOM</b>
* Custodial	* Teacher's Lounge	

8* Craig 1st	5* Sykes 2nd
7* Speshyock 1st	6* Palma 3rd

4* Ino 3rd	1* Science Brown
3* Vaughn 3rd	2* Uribe 2nd

* C K Bilco	26* Art Clevenger
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\* OFFICE \*

24* Computer <b>Lab</b>
Textbooks
25* CT's Afterschool

E  
X  
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T

**PARKING LOT**

A* Clayton K	B* Farrington K	<b>KINDERGARTEN PLAYGROUND</b>
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# Map of Rations, Kits, First Aid Kits, First Aid Stations & Alternates and Tools

\* Fire Extinguisher

**Main**  
**ELECTRIC**  
**Shutoff**

17*	*Library Fischer
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Inclusion Spec

15 * Haight 6th	16 * Morgan 6th
14 * Buratto 6th	13 * CT's

Container  
Emergency Tools  
**Triage**  
**First Aid Station**

	C Psych	R
	DSpch	R
21*LC Madrigal- Chavez	20*4th Abshere	
18 Sweeney 4th	19 * CT's	

10 \*

11 Henson/Taiji 5th	12 * Barber 5th
9 * SPED Senzamici	Svensson 1st

Rest- Rooms	Ball Room
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**Emergency**  
**Command**  
**Center**

Student  
Emergency  
Assembly


Restrooms

*Boiler room	* Kitchen	* MULTI- PURPOSE ROOM
<b>GAS SHUT OFF</b>	* Teacher's Lounge	
Custodial *		

8 * Craig 1st	5 * Sykes 2nd
7 * Speshyock 1st	6 * Palma 3rd

4 * Ino 3rd	1 * Science Brown
3 * Vaughn 3rd	2* Uribe 2nd

**WATER  
SHUT OFF**

 Parent Communication (Request)

\* OFFICE \*

C* Bilco K	26 * Art Clevenger
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24 * Computer Lab
Textbooks
25 * CT's Afterschool

E  
X  
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T

**PARKING**  
  
**LOT**

A * Clayton K	B * Farrington K
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KINDERGARTEN  
PLAYGROUND )

Parent Reunification



# Fire Alarm Manual Pull Stations

17 Inclusion Specialists	Library Fischer
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15 Haight 6th	16 Morgan 6th
14 Buratto 6th	13 CT's

C Psych	R
D Spch	R

Rest-  
Rooms

20 LC Madrigal- Chavez	21 Abshere 4th
18 Sweeney 4th	19 CT's

11 Henson/Taiji 5th	12 Barber 5th
10 SPED Senzamici	9 Svensson 1st

Restrooms

Boiler room	Kitchen	<b>MULTI- PURPOSE ROOM</b>
Custodial	Teacher's Lounge	

8 Craig 1st	5 Sykes 2nd
7 Speshyock 1st	6 Palma 3rd

4 Ino 3rd	1 Science Brown
3 Vaughn 3rd	2 Uribe 2nd

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**PARKING**  
  
**LOT**  
  
 Enter

■ **OFFICE**

C Bilco K	26 Art Clevenger
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24 Computer Lab
Textbooks
25 CT's Afterschool

A Clayton K	B Farrington K	<b>KINDERGARTEN PLAYGROUND</b>

# School Site Plan

17 Inclusion	Library Fischer
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15 Haight 6th	16 Morgan 6th
14 Buratto 6th	13 CT's

C	R
Psych	R
Dspch	R

Rest-  
Rooms

21 Madrigal Learning Center	20 Abshere 4th
18 Sweeney 4th	19 CT's

11 Henson/Taiji 5th	12 Barber 5th
10 SPED Senzamici	9 Svensson 1st

Restrooms

Boiler room	Kitchen	<b>MULTI PURPOSE ROOM</b>
Custodial	Teacher's Lounge	

8 Craig 1st	5 Sykes 2nd
7 Speshyock 1st	6 Palma 3rd

4 Ino 3rd	1 Science Brown
3 Vaughn 3rd	2 Uribe 2nd

C Bilco K	26 Art Clevenger
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24 Computer Lab
Textbooks
25 CT's Afterschool

**OFFICE**

**PARKING**  
  
**LOT**

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X  
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T

A Clayton K	B Farrington K	<b>KINDERGARTEN PLAYGROUND</b>

Enter





## Student Release Form

**(Emergency Assembly/Parent Request & Reunification/Other)**

Student Name:	
Room #:	
Requested by:	
Absent:	
First Aid:	
Missing:	

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