

Homeland Security for Schools: Threat Status Alert Worksheet

What is the level of risk?	What does this mean for schools?	What actions will we take at our school?	Who will participate?			
Homeland Security Advisory System Designation	Suggested Actions for Schools based on General Recommendations from the Homeland Security Department	List the actions to be taken at your school.	Administrative Team and Staff	SRO & other Law Enforcement	Other Community Partners	Students and Families
Low Condition (Green)	<p>The Green Alert Status reflects a low risk of terrorist attacks.</p> <p>The primary goal of a safe school plan is to safeguard schools against crime, violence and disruption. The Homeland Security Advisory System combined with the safe school plan can help protect schools against acts of terrorism. The components of the safe school plan, including crisis response preparations, become the "Preplanned Protective Measures" of the school community.</p> <p>1. Develop a comprehensive school safety plan</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identify and engage school safety partners. <input type="checkbox"/> Create a common vision for safe schools among partners. <input type="checkbox"/> Assess the safety of your school--both risks and assets. <input type="checkbox"/> Identify safety needs and priorities. <input type="checkbox"/> Take immediate measures to enhance school security: <ul style="list-style-type: none"> <input type="checkbox"/> Control access to the campus; <input type="checkbox"/> Screen, register and badge all visitors; <input type="checkbox"/> Encourage the sharing of critical information about potential problems, dangers and risk among safety partners. <input type="checkbox"/> Select and implement strategies for response to identified needs. <input type="checkbox"/> Share safety plans with the school community. <input type="checkbox"/> Monitor the implementation and evaluate the effectiveness of the plan. <p>2. Create a plan for crisis response:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Establish a school incident command structure and location of an operations center. <input type="checkbox"/> Establish a school crisis response team. <input type="checkbox"/> Interface with community crisis plans and incident command system. <input type="checkbox"/> Establish agreements with emergency responders. <input type="checkbox"/> Confirm the availability of specialized emergency services. <input type="checkbox"/> Develop contingency plans for evacuation and shelter-in-place, keeping in mind the special needs of disabled staff and students. <input type="checkbox"/> Establish parent/family notification/ reunification protocols. <input type="checkbox"/> Establish a system of emergency codes and signals. <input type="checkbox"/> Identify back-up communication systems for disseminating and receiving information. <input type="checkbox"/> Draft basic messages/communications that could be used during a crisis. <input type="checkbox"/> Maintain accurate and portable staff /student rosters and emergency contact data. 	<p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>5.</p> <p>6.</p> <p>7.</p> <p>8.</p> <p>9.</p> <p>10.</p>				

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Low Condition (Green)	<ul style="list-style-type: none"> <input type="checkbox"/> Inventory staff skills related to emergency response. <input type="checkbox"/> Stock and inventory emergency equipment and supplies. <input type="checkbox"/> Identify mental health services and support resources for healing and recovery. <input type="checkbox"/> Share crisis response plans/procedures with the school community <u>as appropriate</u>. <input type="checkbox"/> Drill and practice with students, staff and emergency responders <u>as appropriate</u>. <input type="checkbox"/> Develop media policies and protocols. <p>3. Schools should consider the following general measures in addition to the specific protective measures they develop and implement:</p> <ul style="list-style-type: none"> ★ Refine and exercise as appropriate preplanned protective measures. ★ Ensure personnel receive proper training on the Homeland Security Advisory System and specific preplanned protective measures. ★ Institutionalize a process to assure that all facilities and regulated sectors are regularly assessed for vulnerabilities to terrorist attacks, and all reasonable measures are taken to mitigate these vulnerabilities. 	11.				
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Guarded Condition (Blue)	<p>The Blue Alert Status reflects a general risk of terrorist attacks.</p> <p>At this level, schools should continue to review and refine protective measures established during the safe school planning process or the Green Alert Status.</p> <p>As the risk alert status fluctuates up or down to a level of general risk, school leadership should continue to apply protective measures while integrating new information regarding raised or lowered levels of threat.</p> <p>★ Check communications with designated emergency response or command locations.</p> <p>🔒 Test communication equipment and systems.</p> <p>★ Review and update emergency response procedures.</p> <p>🔒 Adjust levels of campus supervision/surveillance in accordance with current risk alert status.</p> <p>🔒 Update portable staff and student rosters and emergency contact data.</p> <p>🔒 Refresh stock of general emergency supplies.</p> <p>★ Provide the public with any information that would strengthen its ability to act appropriately.</p> <p>🔒 Communicate with staff, students and parents as appropriate and needed.</p>	1.				
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Elevated Condition (Yellow)	<p>The Yellow Alert Status reflects a significant risk of terrorist attacks.</p> <p>As the risk alert status fluctuates up or down to a level of significant risk, school leadership should continue to apply protective measures while integrating new information regarding raised or lowered levels of threat.</p> <p>★ Increase surveillance of critical locations.</p> <ul style="list-style-type: none"> 🔒 Adjust levels of campus supervision/surveillance in accordance with current risk alert status. 🔒 Confirm legitimacy of all persons seeking access to campus operational systems. 🔒 Watch for and report suspicious people, items and activities. <p>★ Coordinate emergency plans as appropriate with nearby jurisdictions.</p> <p>★ Assess whether the precise characteristics of the threat require the further refinement of preplanned protective measures.</p> <ul style="list-style-type: none"> 🔒 Confirm threat information with local authorities to assess the risk to your school. 🔒 Map your school's proximity to potential terrorist targets. <p>★ Implement, as appropriate, contingency and emergency plans.</p> <ul style="list-style-type: none"> 🔒 Monitor school climate. 🔒 Anticipate increased student/staff/community activism, unrest, disruption, protests or demonstrations resulting from terror threats and attacks, war or other political action. 	1.				
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High Condition (Orange)	<p>The Orange Alert Status reflects a high risk of terrorist attacks.</p> <p>As the risk alert status fluctuates up or down to a level of significant risk, school leadership should continue to apply protective measures while integrating new information regarding raised or lowered levels of threat.</p> <p>★ Coordinate necessary security efforts with Federal, State, and local law enforcement agencies or any National Guard or other appropriate armed forces organizations.</p> <p>🔒 Confirm the status of the alert and gather critical information for your school and community.</p> <p>🔒 Adjust levels of campus supervision/surveillance in accordance with current risk alert status.</p> <p>🔒 Place school and district crisis response teams on standby alert notice.</p> <p>🔒 Increase communication with students, staff and parents to help strengthen their ability to respond appropriately.</p> <p>★ Take additional precautions at public events and possibly considering alternative venues or even cancellation.</p> <p>🔒 Watch for and report suspicious people, items and activities.</p> <p>🔒 Consider extra precautions during daily activities, school events and field trips.</p> <p>🔒 Monitor student and staff for indicators of stress or special needs.</p> <p>★ Prepare to execute contingency procedures, such as moving to an alternate site or dispersing their workforce.</p> <p>🔒 Anticipate and review the steps you would need to take in the Red Alert Status.</p> <p>★ Restrict threatened facility access to essential personnel only.</p> <p>🔒 Limit access to school facilities.</p> <p>🔒 Assign available staff to secure perimeter gates and entrances and to monitor all entrances.</p>	1.				
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Severe Condition (Red)	<p>The Red Alert Status reflects a severe risk of terrorist attacks. This alert reflects an eminent site-specific threat based on credible intelligence information. Not all areas will be affected in the same way. It is important for local school district leadership to gather critical information. Under most circumstances, the measures for a severe condition are not intended to be sustained for substantial periods of time.</p> <p>As the risk alert status fluctuates up to a level of severe risk, school leadership should continue to apply protective measures while integrating new information regarding raised levels of threat.</p> <p>★ Increase or redirecting personnel to address critical emergency needs.</p> <ul style="list-style-type: none"> 🔒 Confirm the seriousness of the situation with local authorities. 🔒 Place all staff on alert for immediate action. 🔒 Assign available staff to secure perimeter gates and entrances and to monitor all entrances. 🔒 Encourage staff to connect with and support anxious students and fellow staff member. <p>★ Assign emergency response personnel and pre-position and mobilize specially trained teams or resources.</p> <ul style="list-style-type: none"> 🔒 Activate, <u>as appropriate</u>, emergency responders and the school crisis response team. <p>★ Monitor, redirect, or constrain transportation systems.</p> <p>★ Close public and government facilities.</p> <ul style="list-style-type: none"> 🔒 Restrict campus access to essential personnel (i.e., lock out) 🔒 Restrict the mobility of staff and students until the situation has been curtailed (i.e., lock down) 🔒 Activate, <u>as appropriate</u>, plans for managing students: transporting home, sheltering-in-place, evacuating to another location and/or reunifying families. 🔒 Assess the situation and the necessity to close school. 	1.				
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