



THE PREPARATORY CHARTER SCHOOL
OF MATHEMATICS, SCIENCE, TECHNOLOGY & CAREERS

Pat Wright
Chief Executive Officer

Jo Ann P. Moore, M.Ed.
Principal

Prep Charter's School Emergency Policy

The Preparatory Charter High School is committed to maintaining a safe and secure environment for our students and staff. The school has established policies and procedures that were designed to effectively deal with emergencies in our school and communities.

In the event of an emergency situation, parents or guardians will be notified by telephone using the school's robocall messenger. An emergency message will include basic information about the nature of the emergency. It is likely that school phone lines will be overwhelmed with incoming phone calls. Updates regarding the emergency will always be made available on our social media page and website. We will make every effort to send updates as often as necessary. The school's phone lines will not be available to take calls during an emergency.

As a parent or guardian keeping calm is probably the most important thing to remember. Remain calm until the school releases a statement as to what happened along with instructions on what will be happening next. Please be patient. The school will gather facts, make decisions, and prepare accurate communication as quickly as possible. The most updated information will be on our webpage and social media pages.

Use caution communication with your child. Your instinct is to want to know if your child is okay. We certainly want to assure you of your child's safety as quickly as possible. We caution parents or guardians that calling your child may alert intruders of their location in a lockdown scenario, putting them in greater danger. Students are instructed to remain as quiet as possible (by turning their phone off or on vibrate) during a shelter in place or lockdown situation. Exchanging information with them, especially information that is incomplete or wrong could make matters worse or cause unnecessary worry.

Respectfully,

Jeffrey R. Bishop


Director of Security