

HEXTER EXPLORER'S EMERGENCY PREPAREDNESS PLAN

FIRE:

In case of fire, all students line up with their group and move towards the exit through the pavilion doors, down the ramp, and to the sidewalk towards the front of the school. Teachers will need to have rosters. Staff will do a headcount of all students on their rosters. All will wait for the "ALL CLEAR" announcement before returning to the building.

- Site Director-(Jaci Atkins) will have the full roster of parent/guardian contact information and will make contact with information on directions to where students can be picked up in an emergency.
- Natalia Alcala - will contact 911 and EMS if needed
- Yuliana Hernandez - will have a set of rosters that have the student's names, parents, emergency contacts, and phone numbers, and authorization for emergencies for each student
- ALL STAFF- will carry cell phones and walkie-talkies

SEVERE WEATHER:

For severe weather, all students will walk into the hallway deep enough to escape the pavilion doors. They will sit calmly and quietly until a storm passes and the "ALL CLEAR" announcement has been given. Children have practiced ducking and covering during drills. Teachers will need to have rosters. All staff will do a headcount of all students on their rosters.

- The Site Director (Jaci Atkins) will have a full roster of students' names, parents/guardians, emergency contact information, and phone numbers.
- Natalia Alcala- will contact 911 and EMS if services are needed; have the flashlight and First Aid Kit.
- Yuliana Hernandez - will help keep a continuous headcount and have a full roster of students.
- ALL STAFF- will carry cell phones and walkie-talkies

LOCKDOWN:

(Code Black) All teachers will walk children into the gym and have them sit/hide quietly against the wall with the windows. Teachers will wait until the all-clear is given. Teachers will need to have rosters. All staff will do a headcount of all students on their rosters.

- Site Director (Jaci Atkins) - will contact parents/guardians
- Natalia Alcala - will call 911 and EMS if services are needed
- Yuliana Hernandez - will have complete rosters
- ALL STAFF- will have cell phones and walkie-talkies

EVACUATION:

If we need to evacuate, we will walk 3-5 minutes (0.5 mi) to the bus stop area at the back of Hill Middle School, 505 Easton Rd, Dallas, TX 75218, from Hexter Elementary School, 9720 Waterview Rd, Dallas, TX 75218.

1. Head northeast on Waterview Rd. toward Brookhurst Drive.
2. Walk 0.4 miles and turn left on Claussen Dr.
3. Walk 394 feet and turn right onto Upham Drive
4. Walk 108 feet and arrive at the back of Hill Middle School.
5. Staff and Students will wait under the covered area where the busses pick up the students.
6. To see this route on a map, click on this link: <https://maps.app.goo.gl/Byw6jvhvF63ERE1cA>

EMERGENCY NUMBERS:

911 - Fire/Police

214-932-5627 - DISD Police Dispatch

469-779-3995 – Jaci Atkins, Site Director

214-558-8129 - Penny Loe, Program Director

469-878-8056 - Tammy Bardwell, Owner/CEO