



STANDARD RESPONSE PROTOCOL

ELEMENTARY Third | Fourth Grade



SRP includes the following five actions: Shelter, Evacuate, Secure, Lockdown, Hold. In the event of an emergency: **Pagers will go off. Pull magnet, close the door, and proper action will be communicated through radios on channel 5. Safety Team will communicate over Channel 5 when the event is over and will unlock doors and replace magnets.**



SHELTER: In the event of a **TORNADO** or **EARTHQUAKE**.

Action: Move kids to small group rooms.

Kids: Kids sit in safety position (on floor, head down with hands protecting head).

Staff/Coaches: Move kids and model safety position.



EVACUATE: In the event of **FIRE** or anytime Safety Team calls for an evacuation of the premises.

Action: Move kids to the Northwest parking lot of the Retirement Center, on the north side of the church building.

Kids: Kids line up on the evacuation rope.

Staff/Coaches: Grab evacuation bag. Assign a leader to count kids as they leave the room and after you arrive safely at the Retirement Center. Hold up green card if all kids and leaders are accounted for and red card if anyone is missing.



SECURE: In the event of a threat or hazard **OUTSIDE** Flatirons Kids Ministry.

Action: The perimeter of Kids Ministry is secured by doors **AUTOMATICALLY** shutting and locking. No one comes in the room and no one leaves the room, except COF.

Kids: Nothing changes.

Staff/Coaches: Listen to radio for further instructions.

Unlock Doors: Safety Team will communicate via radio when the event is over. They will also unlock doors and replace magnets.



LOCKDOWN: In the event of a threat or hazard **INSIDE** Flatirons Kids Ministry.

Action: Move kids to small group rooms.

Kids: Kids move to designated area and shelter in place.

Staff/Coaches: Turn off lights, listen to radio for further instructions and instruct kids to be quiet.

Unlock Doors: We **NEVER OPEN** doors. Safety Team will unlock ALL doors.



HOLD: In the event of an emergency in the **HALLWAY**.

Action: Stay in your room or area. Clear the halls and remain in room until the "All Clear" is announced.

Kids: Nothing changes in the rooms.

Staff/Coaches: Bring everyone into the room and listen to radio for further instructions.