



EMERGENCY STUDENT REUNIFICATION PROCEDURES



Parents:

1. Go directly to the entrance of the school or evacuation area: LDS Stake Center on the corner of Pony Express Pkwy and Saddle Back, Nolan Park Pavilion, or Hidden Hollow Elementary.
2. Go to the Student Release Area to sign for your student's release. Follow signs for alphabet lines corresponding to your child's last name. Do not attempt to remove your child or any other child from school or the evacuation site without signing the Emergency Release Form. This provides us a record of where each child is if someone else arrives later looking for the child. Unless you are approved to stay to help, please leave with your child as quickly as possible.
3. Photo Identification or positive identification by authorized school personnel MUST be provided for students to be released.
4. A parent, guardian, or an approved emergency contact on record at the school, may sign for student release. Students will be released to the first authorized adult to arrive.

Volunteers:

1. Adults will be needed to help with first aid, dismissing students, helping with classes, monitoring traffic, etc. If you are able to volunteer, go directly to the Evacuation Area where the designated staff member will give you an assignment.
2. Volunteers should leave their children with their classes and not sign student release form until they are ready to leave.

Notification:

The school will utilize KSL, school website, email, Facebook, and/or calling system to notify parents.