

Code Yellow Lockdown

When to implement a Code Yellow Lockdown:

- A threat or potential threat is **OUTSIDE** of the building

How to implement a Code Yellow Lockdown:

- Lock all exterior doors; count students
- Security is increased at the main entrance of the building; visitors are screened
- Lock all interior doors; admit students/staff
- Classroom instruction and work continue; normal schedule
- Keep cell phone close and stay tuned to text messages from Administration
- Management Team will clear halls and direct students/staff to classrooms and workspaces

Outside procedures during a Code Yellow Lockdown:

- Scan the area; if it is safe to do so, get into the building
- If access to the building is compromised, seek nearest shelter

Code Red Lockdown

When to implement a Code Red Lockdown:

- A threat is **INSIDE** of the building

How to implement a Code Red Lockdown:

- Lock all exterior doors; no access is allowed into the building; silence cell phones
- Silence cell phones and keep cell phone close; stay tuned to text messages from Administration
- Sit on floor inside, preferably a closet or bathroom without windows, and stay low to the ground
- Stay out of sight away from windows and doors; turn off lights and close blinds; count students

If it is safe to do so:

- Management Team will clear halls & direct students/staff to a secure location
- Be silent, remain calm and wait for further direction

Outside procedures during a Code Red Lockdown:

- Stay **OUTSIDE**; wait for directions to relocate
- If access to the building is compromised, seek nearest shelter

Code Green - All Clear

When to implement a Code Green - All Clear:

- Wait for the CODE GREEN ALL CLEAR Text message and Intercom announcement
- Resume normal classroom instruction/work