



# EMERGENCY EVACUATION & REUNIFICATION PROCESS

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**Controlled  
Release**

**Purpose of  
Reunification**

**Reunification  
Process**

**Decision  
Process**

# TRAINING OBJECTIVES





***A Controlled Release is similar to the normal release of students. The difference is, a Controlled Release occurs at a different time than the normal daily release. A Controlled Release may occur due to bad weather, chemical spill, utility failure, or other non-traumatic condition that requires students to be released. During a Controlled Release parents are notified the school is closing early and students are being sent home.***

## **CONTROLLED RELEASE**





**Reunification occurs when events at the school or in the vicinity requires students be physically returned a legal guardian, due to criminal activity, injury, death, or when additional time may be needed for law enforcement interviews or crisis counseling.**

## **REUNIFICATION**





Receiving Parents/Guardians

Release point

Media Staging

Medical

Crisis Counseling

REUNIFICATION SITE





**Accountability**

**Adequate location**

**Line of site Parents/ Guardians**

**Safety team identification and formation**

**Proper Communication**

**REUNITING THE STUDENTS**







**Incident  
Commander**

**Reunification  
Officer**

**Office  
Manager**

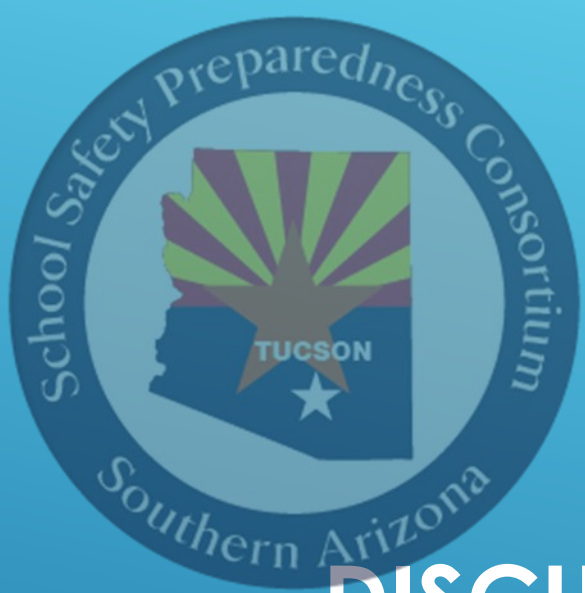
**Attendance  
Clerk**

**Greeters**

**Runners**

# **ROLES AND RESPONSIBILITY**





# DISCUSSION QUESTIONS

1. Name the four essential positions in the reunification process?







## DISCUSSION QUESTIONS

2. During the reunification process, is it appropriate for the Incident Commander to make victim notification to parents?





# DISCUSSION QUESTIONS

3. What is a crucial consideration for the Incident Commander when conducting any type of school evacuation?





## DISCUSSION QUESTIONS

4. A person not on the emergency contact list advises a R.O. that a student's disabled grandmother is waiting in a vehicle outside to pick-up the student. What is the appropriate course of action?





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# QUESTIONS

