Preparing for a Crisis

Each LCPS school has developed an Emergency Response Plan (ERP) tailored to their specific school facility and campus. These plans are not available to the public for security purposes; however, first responders, such as law enforcement personnel and fire and rescue crews, have mobile access to all plans and data to utilize in an emergency event. Students and staff become familiar with the plan by participating in regular fire, tornado and lock down drills.

Preventive Programming

The LCPS Department of Pupil Services conducts a series of ongoing activities designed to create and maintain a safe, positive, inclusive and supportive learning environment. More information about the following activities can be found at https://www.lcps.org/mentalhealthservices. These activities include:

- Positive Behavioral Interventions and Supports (PBIS)
- Suicide Prevention
- Bullying Prevention Programs
- Restorative Practices
- Crisis Intervention Response
- School-Based Mental Health Services
- Threat Assessment
Securing Our Campuses

All new schools are designed and constructed with secure entry vestibules that facilitate visitor monitoring when entering the building. The secure vestibule is equipped with a visitor engagement system with audio and video connectivity to the office staff who interact with visitors to ascertain the purpose for the visit. Once access is permitted, visitors are required to sign in via a visitor management system that compares the visitor’s identity against the national Law Enforcement database.

The FY2019 School Board adopted Capital Improvements Program includes two projects designed to further enhance the security at our schools. All existing buildings will undergo an evaluation that compares physical access to the facility against the current secure vestibule design. Additionally, electronic key card access systems are being installed at all schools that will effectively eliminate exterior door keys and allow access to be managed in real time in terms of who and when entry is permitted by staff and others as appropriate.

Internet Security

Cyber threats are among the most common security issues addressed by school staff and law enforcement today. In an effort to contain these threats, the Department of Digital Innovation (DDI) operates controls that include, but are not limited to, content filtering, malware protection, intrusion prevention and firewalls, which operate in conjunction with monitoring, reporting and alerting systems.
Communicating in a Crisis

LCPS uses Blackboard Connect, social media, the LCPS website, Loudoun Alerts, and the LCPS mobile app to communicate during critical incidents. Parents are encouraged to keep their contact information updated in order to receive these messages and to download the LCPS app, which sends push notifications.

See Something, Say Something

Safety and security is everyone’s job. We encourage everyone to report suspicious or concerning behavior to a school administrator or a law enforcement officer. Anonymous reporting is available through the Safe2Talk mobile app, a collaborative effort between the Loudoun County Sheriff’s Office (LCSO), the Leesburg Police Department and LCPS. This app can be downloaded to any device via the Apple App Store and Google Play and is monitored on a 24/7 basis by law enforcement and LCPS. Information can also be reported to the LCPS Security Operations Center at 703-779-8833.
All schools and staff will implement programs and services that promote a safe, positive, supportive and healthy learning environment to include:

- suicide prevention;
- bullying prevention;
- restorative practices;
- positive behavioral supports/behavior interventions;
- threat assessment;
- crisis intervention/response; and

training in support of the Department of Education’s recommendation for ‘Run, Hide, Fight’ to accompany ‘Lockdown’ for violent active intruder incidents.”
Do’s & Don’ts During a Crisis

1. **DON’T call the school.** Neither school nor district staff may be able to receive your phone calls, speak to you at length or share details when dealing with a crisis.

2. **DON’T go to the school.** Additional people and vehicular traffic may impair progress in restoring normal operations. Your school administrator will notify you of when it is safe to go to the site.

3. **DO visit the district’s website** at www.lcps.org for updates about the emergency situation.

4. **DO check your email account** for information from the school or district. Parents can review and update the contact information they have on file with the division by logging into their ParentVUE account. Parents may also download the LCPS mobile app from Google Play or the Apple App Store in order to receive push notifications from LCPS.

5. **DO know the definitions of emergency responses:**

   - **Lockdown** is used to describe enhanced security measures taken to protect against potentially violent intruders that may be inside the school or on the school campus. The response secures students and staff, usually in classrooms, to prevent access or harm to the occupants of the school. This may also involve quickly moving students and staff from unsecured locations to secure locations or outside and away from the threat. School staff will notify law enforcement through 911 and contact the LCPS Safety and Security SOC when practical. Only a law enforcement officer can release a school from a lockdown.

   - **Secure the Building** is used to prevent unauthorized entry if the potential threat is outside and in the vicinity of the school. An armed robbery, police foot pursuit, and irate parent/visitor are just three examples. Outside activities are cancelled and anyone outside at activation is instructed to move inside; all exterior doors are secured while staff and students are free to move about inside the school. All visitors and deliveries are turned away during this scenario and dismissals would also be delayed if warranted. If appropriate, 911 should be utilized to notify law enforcement and the LCPS SOC should be contacted as soon as possible.

   - **Shelter-in-Place** procedures are used to temporarily shelter people from a hazardous outdoor atmosphere, such as weather or a chemical, biological, or radiological incident. During this scenario all exterior doors should be locked and measures should be taken to shut down the intake of outside air if warranted. No one is allowed to enter the school until public safety officials declare the area clear. If appropriate, 911 should be utilized to notify law enforcement/fire rescue and the LCPS SOC should be contacted as soon as possible.

   - **Evacuate** is used to describe situations where the building has become uninhabitable and must be evacuated. A fire, chemical spill, or bomb threat are just three examples. During this scenario all personnel will relocate to a pre-determined location outside of the school. Once at that location a decision will be made on a potential evacuation to a secondary location further from the source of the problem.

6. **DO remember** that your child’s welfare is always the top concern of school leaders, teachers and staff.