



CATHERINE M GIUSTI  
School Committee Chairperson

## Chariho Regional School District Office of the Superintendent

455A Switch Road  
Wood River Junction, Rhode Island 02894

**ALL KIDS. ALL OF THE TIME.**



GINA M. PICARD  
Superintendent

### EMERGENCY/CRISIS CHECKLIST FOR PARENTS

#### What are emergencies or crisis events?

An emergency or crisis is an “event or circumstance that often occurs without warning and usually poses an overwhelming threat to an individual or group” (Heath & Sheen, 2005). Some examples of emergency or crisis events are severe weather, serious accidents, hazardous materials, student injury, or threats of harm, to name a few.

How will I know that there is an emergency or crisis event within the Chariho Regional School District?

The district will communicate to parents through one or more of the following avenues:

- ☐ School Messenger Automated Notification System via email
- ☐ Chariho District Webpage
- ☐ Television & Radio Media
- ☐ Twitter @charihoregional
- ☐ District Telephone Message

#### **Parent Checklist:**

- Make sure that all of your phone numbers and emergency contact numbers are current on the school file.
- Consider providing an alternative emergency contact besides you (and your spouse) in case either of you are unavailable. Ensure that the person responsible for picking up your child is aware that they must bring their photo ID.
- If possible, include an out-of-town emergency contact number for the school file in case local lines are jammed.

The Chariho Regional School District does not discriminate on the basis of age, sex, marital status, race, religion, genetic information, national origin, color, political affiliation, veteran status, sexual orientation, gender identity or expression, or disability in accordance with applicable law.

Telephone: (401) 364-7575, Fax: (401) 415-6076, Voice/TDD: (401) 364-1171

What should I do, as a parent, when an emergency or crisis event occurs within the Chariho Regional School District?

EMERGENCY DOs	EMERGENCY DON'Ts
1) Follow instructions provided through one or more of the communication systems listed above. Make sure to listen to instructions from valid sources, such as the Superintendent of Schools or Chief of Police.	1) Don't be influenced by outside media that may be unreliable. Don't call the school or central office, as this will cause jammed phone lines and prevent personnel from making emergency calls.
2) Report to the identified reunification area that will be noted in the communication the District sends out. Make sure to bring a photo ID.	2) Don't report to the building or location of the incident to search for your child. Don't block driveways or roads.
3) Follow instructions for picking up your child. Your child will only be released to those persons listed in your emergency contact information.	3) Don't send someone who is not on your emergency contact list to pick up your child.
4) Help preserve order by being patient and assisting as needed. School staff will release children in an orderly fashion. This procedure will account for every child and prevent the possibility of injury.	4) Don't disregard the reunification process.