



IN THE EVENT OF A MAJOR EMERGENCY / PARENT REUNIFICATION PLAN

Dear Parents:

As we look to the future, we want to make you aware of our "Parent Reunification Plan". The plan would be used if it became necessary to relocate the entire school population to our alternative sites. Such a move would take place when it is determined by school officials or law enforcement that keeping students in the school would be hazardous to students and staff. We have two alternative sites. The first is the Gloria Dei Lutheran Church building – directly behind the Life Center Baseball field. In the event that the **Gloria Dei Building** is unsafe, students will be transported to **Life Manor**. Life Manor is directly behind Life Christian Academy. When you are notified of the activation of our parent reunification plan, you will be told where the students have been transported. If it becomes necessary to activate our parent reunification plan, parents can find the information on the school website, facebook, twitter, office voice mail 253.756.2190 or 253.756.5317, home email message (please make sure you sign up for our email newsletter). The following radio/TV stations will also carry emergency information: KIRO AM 710, KOMO AM 1000, KOMO TV Channel 4, KING TV Channel 5, KIRO TV Channel 7, KCPQ TV Channel 13.

Please tune in to any of those stations for information and directions. Additionally, every teacher's emergency notebook contains a class list for each period with parent names and phone numbers. Staff members will utilize these class lists as a phone tree to notify parents of the situation. It is critically important that our school has all the necessary phone numbers so that we are able to contact you at any time during the school day in the event of an emergency. *Please update your phone number(s) as needed with the school.*

When you arrive at the alternative site to pick up your child, there will be four stations divided by grade: Pre- 2nd, 3rd- 5th, 6th- 8th, 9th- 12th. **Please report to the station that has the grade for your student.** Give the station worker your child's name. Once you have been 100% I.D. identified, your child will be brought to you at the station. The students will be held in the multipurpose room and the stations will be in the main lobby.

- It is essential that parents first report to their respective station. We must be organized in order to ensure 100% accountability of our students.

**** All individuals picking up students must be positively identified and provide valid identification. Unless a person's name is on the Emergency Consent Form that you filled out as having your permission to pick up your child, we will not release your child to them.**

Student safety is one of our primary concerns at Life Christian. We appreciate your support and assistance in this important matter. Please call us at 253.756.5317 with any questions or concerns about our emergency planning procedures.

Sincerely,
Life Christian Academy

10/29/2015