



School Command

Manages the Emergency

Makes Decisions

Managing Roles

Communication:

Safety:

Liaison:

Planning:

Operations:

Logistics:

Mental Health:

DECISIONS

- What are the objectives?
- Who is responsible for doing it?
- What are the resources needed?
- Who and how do we communicate?

COMMUNICATIONS:

What is the Core Message?



School Communication

Supports School Command

District PIO Liaison

Establishes Core Message

Communication:

Current / Previous Staff

Front Office

Parents

Students

ESTABLISH A CORE MESSAGE

- Is the message approved by the school command?
- Who is sending the communication?
- Do we need to change the core message?

SUPPORTS SCHOOL COMMAND

- What decisions need to be communicated?

COMMUNICATION

- What does the office staff need to communicate?
- What information does the staff need?
- What information needs to go to parents?
- Do we need to communicate to any other people that are affected?
- Do we need to monitor social media?

SCHOOL DISTRICT

Who do we need to partner with at the district office?

COMMUNICATIONS:

What is the Core Message?



School Safety

Supports School Command

Student Safety

Staff Safety

Reunification Liaison

SUPPORTS SCHOOL COMMAND

- What are we doing to keep all students safe?
- What are we doing to keep all staff safe?

REUNIFICATION LIAISON

- What do I need to do to keep the District Command informed about the reunification?

COMMUNICATIONS:

What is the Core Message?



School Operations

Supports School Command

Facility Operation

Evacuation Operations

Reunification Operations

UPDATING SCHOOL COMMAND

- What does school command need me to do to accomplish the objective?

SCHOOL OPERATIONS

- What are the operations going on at the school?
- How can we support the School Command Structure?

EVACUATION / REUNIFICATION

- Do we need to evacuate?
- Do we need planning to set up a reunification?

COMMUNICATIONS:

What is the Core Message?



School Planning

ICS Personnel

Schedules

Recovery Coordination

On Site Reunification Command

PERSONNEL

- What ICS Personnel is needed?
- What events are happening before, during and after school?

BELL SCHEDULE

- Do we need an alternative schedule?

RECOVERY COORDINATION

- Who is responsible for the recovery of students, staff, and community?
- What resources do recovery need?

ON SITE REUNIFICATION COMMAND

- Do I need to set up a command structure at reunification?

COMMUNICATIONS:

What is the Core Message?



School Logistics

Front Office

Time Log

Transportation

Food/Supplies/Staffing

Information Technology

Reunification Logistics

TIME LOGS

- What is the best way to document times and events throughout the incident?

TRANSPORTATION

- Do we need transportation for students and staff?

FOOD/SUPPLIES/STAFFING

- Do we need additional staff?
- Do we need to feed the students or staff?
- Do we need supplies for the incident?

INFORMATION TECHNOLOGY

- Do I need to contact IT to support the incident?

COMMUNICATIONS:

What is the Core Message?



School Mental Health

**Supports School Command
Student and Staff Mental Health
Reunification Liaison**

THREAT / SUICIDE ASSESSMENTS

- Who is the assessment lead?

STUDENT / STAFF SUPPORT

- What do ALL students / staff need?
- What does special education need?
- What interventions are needed?

MENTAL HEALTH LEAD

- Do we need to call the district lead?

FAMILY SUPPORT

- Who is assigned to the family of the victim and/or bystander?

REUNIFICATION LIAISON

COMMUNICATIONS:

What is the Core Message?



School Agency Liaison

Supports School Command

Coordination with Agencies

Liaison with Mutual Aid Command

Support Reunification Site

SUPPORT SCHOOL COMMAND

- What does the incident command need?

COORDINATION WITH AGENCIES

- What outside agencies are needed? (public works, medical, law enforcement, fire)

LIAISON WITH MUTUAL AID COMMAND

- What information does mutual aid need?

REUNIFICATION SITE

- What are the locations of first responders to support reunification?

COMMUNICATIONS:

What is the Core Message?