



CONNELLY SCHOOL
OF THE
HOLY CHILD

Summary of Evacuation Codes – 2007

Administration will announce over the PA which code is in effect.

Code Yellow: (Exit the building as instructed)

1. Go to designated area.
 - a. 50 feet away from building – Congressional Court
 - b. 300 feet away from building – Norwood School
2. Stay calm.
3. Listen for the “All Clear” call.

Code Blue: (Emergency/Crisis at or near Holy Child)

1. Stay in classroom - classroom instruction continues with controlled class changes.
2. Students are cleared from hallways and common areas – all students are accounted for.
3. Stay calm.
4. Listen for further instructions.

Code Red: (Emergency/Crisis at or near Holy Child – Lockdown*)

1. Clear all hallways and common areas.
 2. Students go to nearest secure classroom/location.
 3. Faculty locks doors, closes windows, draws blinds and turns off lights. All move away from doors.
 4. Stay calm.
 5. Listen for further instructions.
 6. Silence is kept until the “All Clear” call has been issued.
- **Total Lockdown** : No one comes in/ no one goes out.

Additional Points:

1. Information will be posted on the website as we know it.
2. Megaphones will be used if electricity is not working.

3. If access to Virginia is blocked, we will keep the students at Holy Child, overnight, if necessary.
4. We have emergency supplies of food and water.
5. Teachers and Administrators are expected to stay on campus for the duration of the emergency unless other arrangements have been made with the Upper School/Middle School Head beforehand.