



2023-2024 Code Red Drill Schedule Elementary 3-5



Dates	Participants	Event(s)	Expected Response(s)
Video August	All school 3-5 personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	ACTIVE THREAT- Drill Active Threat: Present the Mascot Code Red Drill Video	Teachers should engage students in a conversation about the book, reviewing key points- 1. Listen & Silent, 2. Turn off the Lights, 3. Find the safe space
Emergency Lockdown Drill #1 August 10-18	All school 3-5 personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	Scenario: ACTIVE THREAT- Drill Active Threat: [While Inside Classroom]- All students are inside classrooms. Remind students the importance of using their "listening ears" and remaining silent during the drill. When the drill initiates, cover the door windows and turn off the lights. Instruct the students to quickly but safely get to the room's safe space where they are to remain silent until the drill concludes.	Students should be able to follow instructions and know the location of the safe space in their classroom. At this age, they should know that ultimately, no matter where they are during a drill or incident, they need to quietly follow the exact instructions of their teacher.
Emergency Lockdown Drill #2 Aug- Oct	All school 3-5 personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	Scenario: ACTIVE THREAT- Drill Active Threat: [While Inside Classroom]- All students are inside classrooms. Remind students the importance of using their "listening ears" and remaining silent during the drill. When the drill initiates, cover the door windows and turn off the lights. Instruct the students to quickly but safely get to the room's safe space where they are to remain silent until the drill concludes. Utilize the Raptor App to take attendance when instructed. Utilize the Raptor App to take attendance when instructed by school administration.	Students should be able to follow instructions and know the location of the safe space in their classroom. At this age, they should know that ultimately, no matter where they are during a drill or incident, they need to quietly follow the exact instructions of their teacher.
Emergency Drill #3 Oct-Nov	All school personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	Scenario: CODE YELLOW: Heightened Security [Response to Possible Danger]- Scenario: Staff and students are not in pre-designated location. When the drill initiates, students are directed to report immediately to their scheduled classroom. A bomb threat has been received by the school secretary and procedures for that type of threat should followed/discussed as part of the drill. Utilize the Raptor App to take attendance when instructed by school administration.	A code yellow drill will be announced for the school. A discussion should occur with any person who may answer the school phone on proper procedures for a bomb threat (refer to the DHS Bomb Threat Checklist). Safe Team should discuss proper procedures (search of school, notifications to be made, when to evacuate, etc.)
Emergency Lockdown Drill #4 Nov- Dec	All K-2 school personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	Scenario: ACTIVE THREAT- Drill Active Threat: [During a lunch period]- Drill should be initiated during one lunch period while students are in the dining room. Remind students the importance of using their "listening ears" and remaining silent during the drill. When the drill initiates, cover the door windows and turn off the lights. Instruct the students to quickly but safely get to the room's safe space where they are to remain silent until the drill concludes.	Students should be able to follow instructions and know the location of the safe space in the dining room or their classroom. At this age, they should know that ultimately, no matter where they are during a drill or incident, they need to quietly follow the exact instructions of their teacher.
Video January	All K-2 school personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	ACTIVE THREAT- Drill Active Threat: Present the Mascot Code Red Drill Video	Teachers should engage students in a conversation about the video, reviewing key points- 1. Listen & Silent, 2. Turn off the Lights, 3. Find the safe space
Emergency Drill #5 Jan- Feb	All K-2 school personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	Scenario: CODE YELLOW- During Arrival- Scenario- Drill will occur after the first bell and before the final bell during arrival. An incident just outside of the school campus will require a law enforcement response, causing the need for a Code Yellow. Communication with parents prior to this drill will be very important. Utilize the Raptor App to take attendance when instructed by school administration.	Students should be moved quickly and safely to another location secured within the school behind locked doors. All student movement should stop and any students still arriving, should be quickly brought to a secure location.
Emergency Lockdown Drill #6 Feb- Mar	All K-2 school personnel-Admin, Safety Team, SRO, Teachers, Staff, & Students	Scenario: ACTIVE THREAT: Layered LOCKDOWN [Varied locations] Drill will begin with an incident off campus requiring a Code Yellow. Approximately 2 minutes later, the incident should evolve into a Code Red situation initiating a full lockdown. Follow Code Red Drill procedures. Utilize the Raptor App to take attendance when instructed by school administration.	This drill evaluates the transition from a Code Yellow to a Code Red. Emergency Response Team members review the hostage situation annex in the Emergency Operations Plan. Note compliance in the drill after-action report