

# After Hour Emergencies: How to Plan

*Presented by  
Richard Fechter & John Stangler*



# Administrative/Superintendent Support

- Safety of all stakeholders
- Relationships
- Resources
- Opportunities for Improvement
- Processes & Protocols

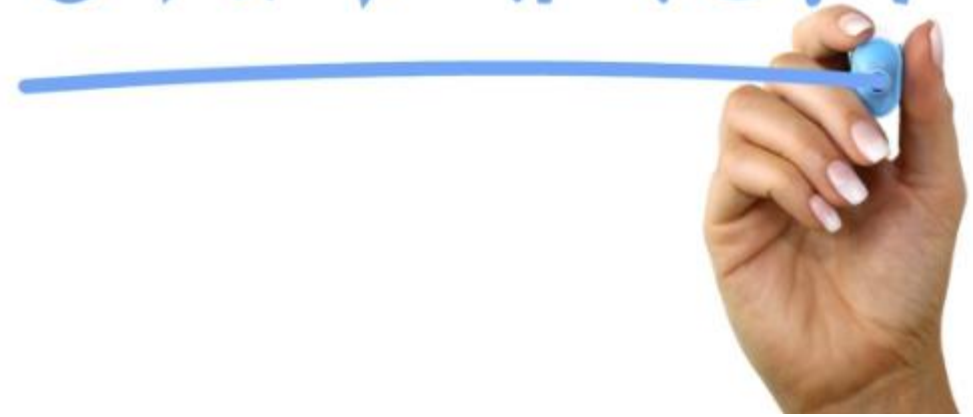
# Facility Use Agreements

- Know who is in your school and the purpose of the visit
- Security controls of your building
- Use of your equipment
- Pre and post activity inspection
- Classifications of groups to naturally prioritize groups

# Large Event Security Controls

- School providing supervision
- Law enforcement presence/security firms
- Mobile & moving
- Emergency communications
- Interior wayfinding
- Parade guidelines

CHAMPION



# Athletics/Coaches

- Building access hours
- Breaking habits
- Intending purpose
- Weekly touch base meetings
- Fobs or rotate athletic coring every 5-6 years

Are your coaches or athletic director still propping doors or dogging them open without locking them back up?



## Preparation

**What systems do you have in place to identify a potential problem before it arises at a rival football game?**



# Athletic Events

- Develop a plan
- Pre-game meeting
- Contingency plans
- Look at weather and have access on phone during event
- Produce a command matrix for operations & facilities
- Don't assume any details – inform workers of emergency protocols and clear expectations
- Similar windbreakers or vests
- PA techniques - listed or scripted
- Signage - what's prohibited?
- Police presence
- Keys & fobs to visiting teams, officials, booster club
- Limit traffic patterns - natural barriers & staff
- Designated place for media/credentialed
- Student section locations

## Home vs. Away Event Safety/Security Controls

- Inside or outside activity
- Emergency communication with your school district
- Transportation or movement of students
- Local medical facilities



# Emergency Communication

- Means of communication
- Who answers your '911' calls?
- Communication Loops
- Internal communication team
- Is everyone empowered & knows how to call 911?
- Radios for events



# Handling of Money

- Money vs. food controls
- Movement of money from event
- Depositing money in bank



# Protection of Utilities

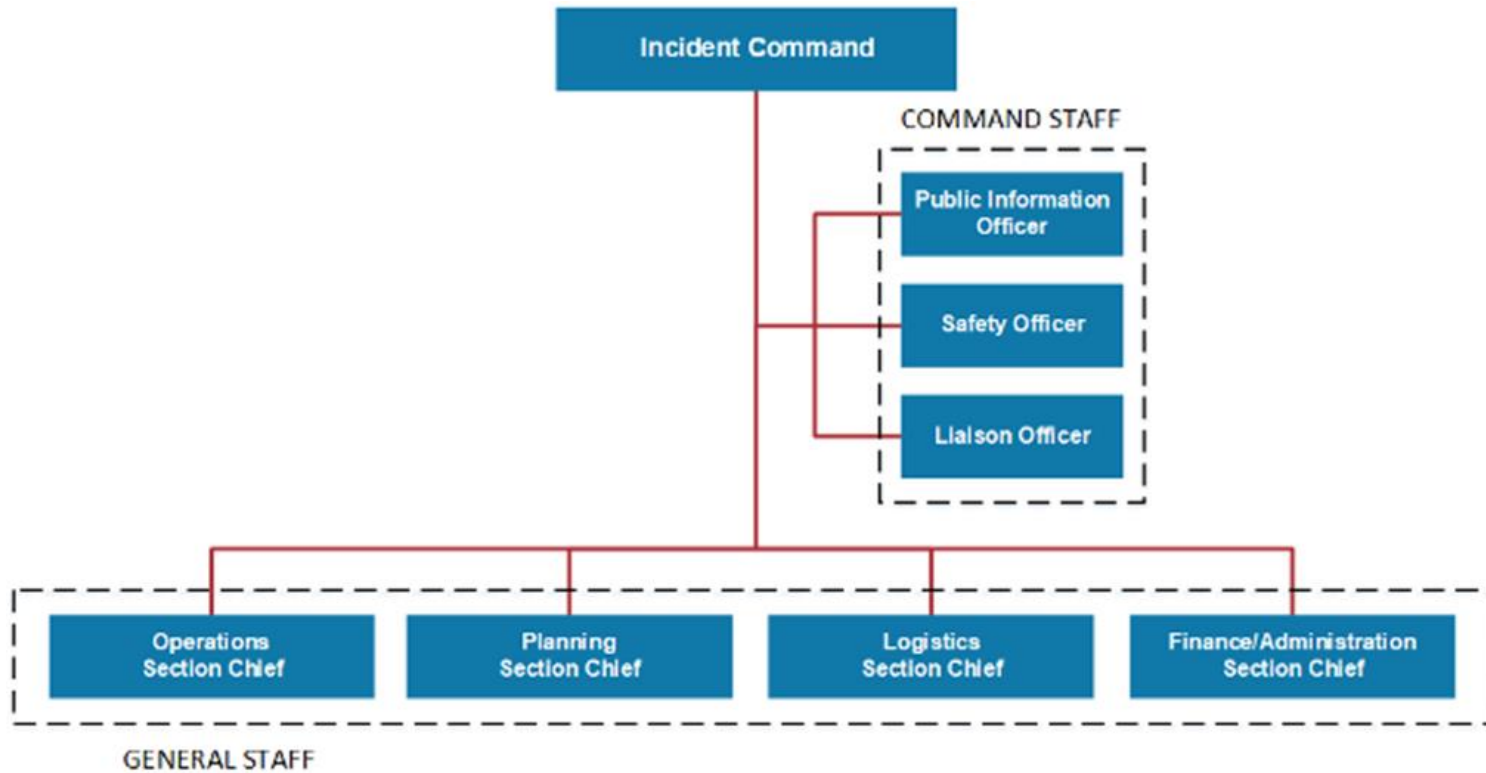
Can your large event utility controls be controlled by an intruder or shooter?

- Security of electrical panels
- HVAC security
- Protection of internal utility areas/rooms
- Protection of external buildings and utility boxes
- Are your fire pull stations covered

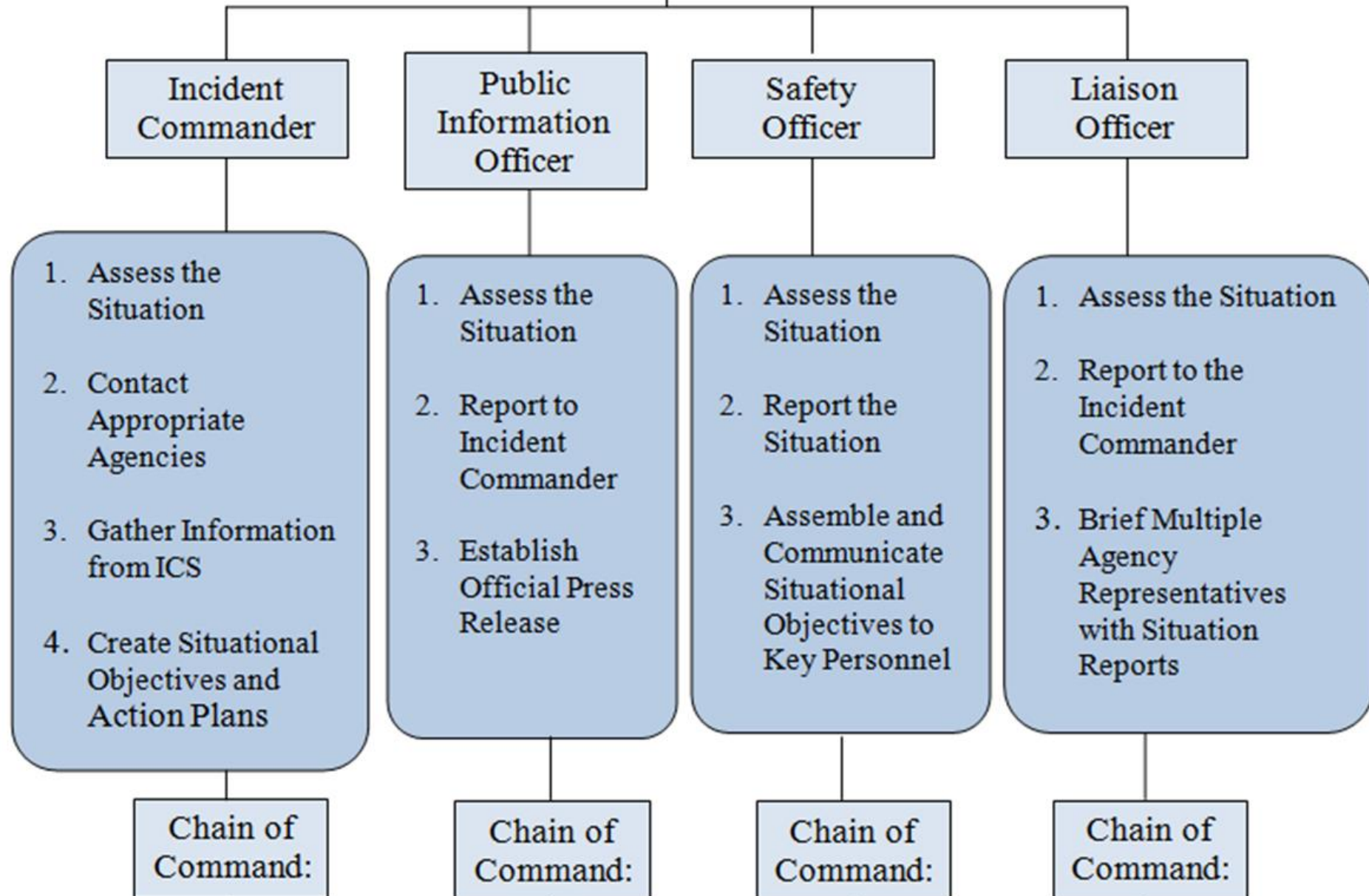
Is your ICS chain of command  
training 3-4 deep?



# Incident Command



# Incident Command System



## Police/Fire

- Does your local PD & First Responders have access to your cameras?
- CRG plans
- Do they have keys & fobs?
- What other processes do you have in place in your district?



# Theater Safety

- Fire Department Approvals
- Smoke machines
- Emergency plans plans/Pre Performance announcements
- Fire rating on curtains
- Online ticketing
- Flying equipment/rigging equipment
- Set Building/Training
  - Staff & students



# Pool Safety

- Supervision
- Chemical Balance
- Health Inspector/Requirements
- Testing Data
- Lifeguards/Certificates
- Usage



## Who is in Charge?

- We know what we do for games against our biggest rivals for football and basketball, but what do we do for the smaller events, practices, theater performances?
- Often times, it's just a custodian.
- What administrator presence is at after-school activities?



# Weather Contingencies

- Who is watching?
- Apps/Notifications
- Evacuation areas
- Part of your EOP
  - Lightning
  - Severe Thunderstorms
  - Extreme Heat
  - Extreme Cold
  - Flash Flood
  - Snow/Ice
  - Damaging Winds



# Transportation Safety

- Sign-in & out process
- Field Trip calendar
- Accidents
- Breakdowns
- Trailer sign-offs
- Background checks
- Approved driver lists maintained







# Social Media

- Is it monitored
  - Personal vs. School accounts
  - Timing/bullying - after school - 4-7 pm
  - Tik Tok
    - Challenges, memes, etc
  - Do you have a threat reporting process in place?
  - Digital threats, etc...
  - Digital Threat Assessment Training
  - Student involvement
  - Students provide training
- 
- Do you have an effective off-boarding process - Fob, badge, keys, parking pass, social media accounts?



# Pick-Up & Drop-off



- When was the last time you focused on parent pick-up and drop-off?
- Safe routes to school?
- Have you looked into bus traffic?
- Trained bus drivers?
- Vests worn?

# Before & After School Care

- What door access or system do you have in place for before & after school childcare programs?
- Controlled entry in place?
- Allow walkers?



# Summer School Safety

Just because it's summer school, doesn't mean we sacrifice safety for convenience.

- Single point of entry
- Fob/key access
- Drills
- Site familiarity

Proactive communication for parents on routing & bussing can go a long way.



# Fire/Flood/Tornado

- Restrict building access as much as possible due to potential hazards
  - Asbestos, mercury, lead, chemicals
- Structural, electrical, hazardous materials
- Don't allow school district employees into the building
- Work with insurance company ASAP to define roles
- **Set-up a pre-arranged agreement (ERPP) with a remediation/restoration company that will agree to and has the resources to respond promptly**

# Fire/Flood/Tornado

- City, Village, Municipality - Utilities
- Insurance Company (adjuster)
- Restoration company
  - Pre-approved by insurance provider
- Multi-disciplined environmental consultant
- Environmental contractor
- Provide agency maps and site utilities prior to the event



# School Emergency Scenarios

- Bleachers collapse at a large event
- Fight between two basketball teams/parents get involved
- Abrupt storm with high winds approaching - tornado warning
- Fire alarm goes off at a large indoor event
- Loss of power/low light levels/generator failed so no emergency lights
- A person acting suspiciously walks onto the court of a game
- A student lights a pack of firecrackers at a large event causing panic
- The play is using a fog machine and sets off the fire alarm
- A strong odor of natural gas is identified during the school dance
- Student athlete collapses during basketball game
- Bus/car accident during parent pick-up
- Medical emergency
- Abuse or molestation allegation
- Custody dispute

# School Emergency Scenarios

- Malware attack mid school day or overnight
- Gas leak/power outage
- Missing student/child
- Mysterious smell - ex: Spooner
- Food related illness
- Vehicle running into building - ice/medical emergency/electrical
- Train derailment
- Tik tok challenge/school fight
- Bus related accident off site/field trip
- Lift station stops
- Transformer knocks out power at rural school
- Kidnapped child during parent pick up
- Fire during school or after school
- Building flooding
- Traffic accident while leaving an event



# School Emergency Scenarios

- How would your schools respond to a tornado warning issued at the end of the school day?
- What would happen or how would your school staff respond if there was an active threat during a JV girls' basketball game?
- Have you updated memorandums of understanding with emergency departments to include busses and after school programs such as daycares?

# Risk Management Scenarios

Farmers Market

Sky Diving

Donkey Basketball

Ice Fishing

Deer Stands

Mechanical Bull

Fireworks

Car Smashing

Build an Airplane Drone in Pool

Helicopter to Homecoming

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# Risk Management Process



# Questions & Answers



## **Contact Information**

**Richard Fechter - [shlick66@msn.com](mailto:shlick66@msn.com)**

**John Stangler - [stanjoh@pewaukeeschools.org](mailto:stanjoh@pewaukeeschools.org)**