

## CVUSD Emergency Rules:

### During School Hours:

1. Your child will be kept AT SCHOOL unless it is unsafe.
2. YOUR CHILD WILL BE RELEASED ONLY TO PERSONS LISTED ON YOUR SCHOOL EMERGENCY CARD. Anyone attempting to pick up your child will be asked for identification.
3. Your child will be taken to the nearest safe location should it be necessary to evacuate the school. Listen to one of the following Emergency Broadcast Stations to determine this location:

KVTA 1590 AM, KHAY 100.7 FM, KMLA 103.7 FM (SPANISH)

KVLA (AM) LA, KLOS (AM) LA, KEYT (TV) Santa Barbara

Ventura County Sheriff's Dept. Website <http://www.vcsd.org>

Ventura County Fire Dept. Website <http://fire.countyofventura.org>

### GOING TO AND FROM SCHOOL:

1. Your child is to continue on his/her way to school if he/she is already going to school.
2. If your child rides the bus, the bus driver will go to the nearest school that is safe and remain with the students. The school administrator or his/her designee will then take the responsibility for the students and their safety.
3. Your child is to continue on his/her way home if he/she is already going home.

### Recommendations:

1. Review these guidelines with your child periodically.
2. Help your child know where you will probably be during the day.
3. Keep a copy of this notice at your daytime location.
4. Review the Emergency Procedures outlined in your local telephone directory under "General Information" or online at [Ventura County Emergency Response Guide](#).

## Sequoia Middle School Student Release Procedures

### Dismissal of Students:

- 1. When people arrive to pick up students, they will not be allowed on campus. They will report to the Crisis Command Center where they will identify themselves to the Parent Control team.**
- 2. Parent Control team member matches the Emergency Authorization Form to the authorized person.**
- 3. The campus supervision/security team delivers copies of the Emergency Authorization Forms between the field and to the Crisis Command Center for the release of students.**
- 4. Crisis Command Center directs the authorized person who is picking up a student to complete the Student Release Log, obtaining name, date/time signed out, and signature.**
- 5. Crisis Command Center member verifies release of student.**