

# SSID

## Fact Sheet Crisis Management

**Crisis Management is a method of planning, identification, acquisition, and use of resources to anticipate, prevent, and resolve a crisis threat or event.**

Educators are never more tested than in times of crisis. The consequences of acting improperly, or taking no action at all, can be disastrous. Fortunately, an aggressive and timely response can often mitigate the outcome of the crisis. To better prepare your school for a crisis event, the following information should be made available to all school faculty and staff:

- Emergency phone numbers:
  - School administrators
  - Fire
  - Emergency Medical Services (EMS)
  - Law enforcement
- Names and phone numbers of teachers and staff trained in CPR or First Aid
- School-based codes for various emergencies or emergency procedures (lockdown, fire, etc.)
- Policies and procedures for responding to:
  - Bomb threats
  - Bus or transportation accidents
  - A missing or abducted child
  - Classroom or hallway emergencies
  - Natural or man made disasters
  - Students fighting
  - Fire
  - Gas leaks or hazardous spills
  - Injury or death
  - An intruder
  - A suicidal student
  - Violent situations
  - Incidents involving weapons
  - Severe weather
  - Acts of terrorism

Teachers, volunteers, staff members, and school administrators should be provided written instructions on the proper response to crisis situations. Some school districts have addressed this issue by providing classrooms and offices with flip charts listing the emergency and detailing the proper response. To learn more about preparing flip charts for your school, visit the School Violence Resource Center Website at [www.svrc.net](http://www.svrc.net) or contact us at 1-800-635-6310.

Source: Santa Rosa County, Florida School District CEO Roundtable

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This project is supported by Grant Number 2000-DD-VX-0026, awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice.

-Published July 2002-