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Hoquiam School District

Emergency Procedures: Tsunami

March 2014

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*Following consultation with the Grays Harbor Office of Emergency Management, the Hoquiam School District will observe the following procedures in the event of a **Tsunami***

**Situation 1**

There is notification to the Superintendent's office of a Tsunami impacting the community **in 5 hours or less**

Our Response:

1. Students and staff will immediately evacuate to designated "high ground" location.
  - Emerson, Middle School and High School to the High School baseball field
  - Central and Lincoln to the City Cemetery
2. Phone message will be made to parents/guardians through the Superintendent's Office( if possible)
3. Schools will remain at high ground until notified by the Superintendent/designee.

**Situation 2**

There is notification to the Superintendent's office of a Tsunami impacting the community in more **than 5 hours.**

Our Response:

1. Phone message will be made through the Superintendent's Office to parents/guardians.
2. Superintendent will notify media.
3. Parents/guardians will be permitted to pick up child from the individual school up to 2 hours before impact or prior to the end of the school day.
4. Two hours before the anticipated Tsunami or at the end of the school day all remaining students will be bussed to the high school to gather in designated classrooms on the upper campus.
5. The upper high school staff parking lot will be designated as the pick-up zone for parents/guardians wishing to pick up their student.
6. A staff member (s) will be assigned to meet parent/guardian in the upper HS staff parking lot.
7. Designated staff member (s) will retrieve the student(s) for the parent/guardian after verifying parent/guardian identity.
8. Staff and students will remain on the campus until notified by emergency management officials.