

# How I can stay safer at school!

## Grades 4-5

### *Teacher Guide*

This document was created to assist teachers with the 4-5 curriculum entitled "How I Can Stay Safer at School." It is important that students are prepared for all types of emergencies that can take place during the school day. All school currently practice fire drills, school evacuation drills, bus evacuation drills, and up until now, lockdown drills. Lockdown drill will now be replaced with ALICE drills.

The new ALICE program has already been implemented at the middle and high school levels. Staff members at the elementary and pre-school levels have recently received training in ALICE as well. The next steps, prior to full implementation, are to educate parents, and of course students. The job of educating students is ours. We're hopeful this curriculum will be helpful in accomplishing this.





Your principal and teachers want children to be safe and happy at school. Teachers tell us what to do when we are in our classroom, in the cafeteria, in the hallways, and playing outside. Teachers also help us practice what to do if there is an **emergency** at school by conducting different types of drills. During these practice drills it is important to listen to your teacher at all times.

*Ask students: What type of drills have we already practiced? (Bus evacuation, evacuation, fire drill)*

*What are some rules we have to follow during these drills? Stay quiet, listen for directions, and (in a fire drill leave the school by the nearest exit if you are not in your classroom)*

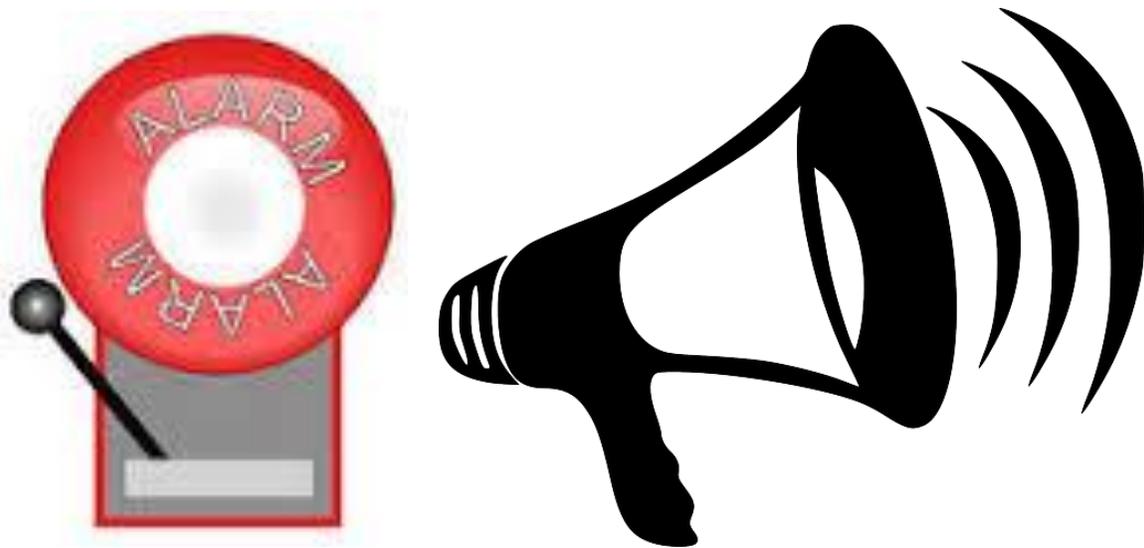
*Why are these rules important? (So we can hear directions in an emergency)*



We will soon begin to practice a new drill called *ALICE*. Alice stands for Alert, Lockdown, Inform, Counter, and Evacuate. As with our other drills, we practice them to stay safe. By practicing, if a real emergency ever occurs, everyone will know exactly what to do and we can stay safe.

Write the *ALICE* acronym on the board for students.

A	Alert
L	Lockdown
I	Inform
C	Counter
E	Evacuate



During an ALICE drill there could be an announcement on the loudspeaker that describes an event that is happening in the school. For example, you may hear "An **intruder** has entered the school. He is in the main lobby." You should STOP and LISTEN. It is very important from that point on to listen to your teacher and to do what the teacher asks you to do.

*(Intruder - a person who does not belong in our school and who wants to do bad things in our school)*

*This is one of the parts of ALICE. The A in ALICE stands for ALERT. There may not always be an announcement when someone unsafe is in our building. We may hear loud noises or voices that can also alert you that an intruder is in our school.*

*The I in ALICE stands for inform. Someone else in the school may warn us or tell us that there is an intruder in our school. We may also inform the Police by calling 911.*

The teacher may tell you to spread out at different spots in the room and remain quiet, stay away from the door, and turn off all the lights and block the door with desks and chairs. This may seem frightening to you, but it is a way of staying safe.

*This is another part of ALICE. The L in ALICE stands for lockdown. If there is an intruder near our classroom and it is unsafe to go into a hallway, we may remain in the class quietly. We will have the door locked and block the door to help stop anyone unsafe from coming into our classroom.*

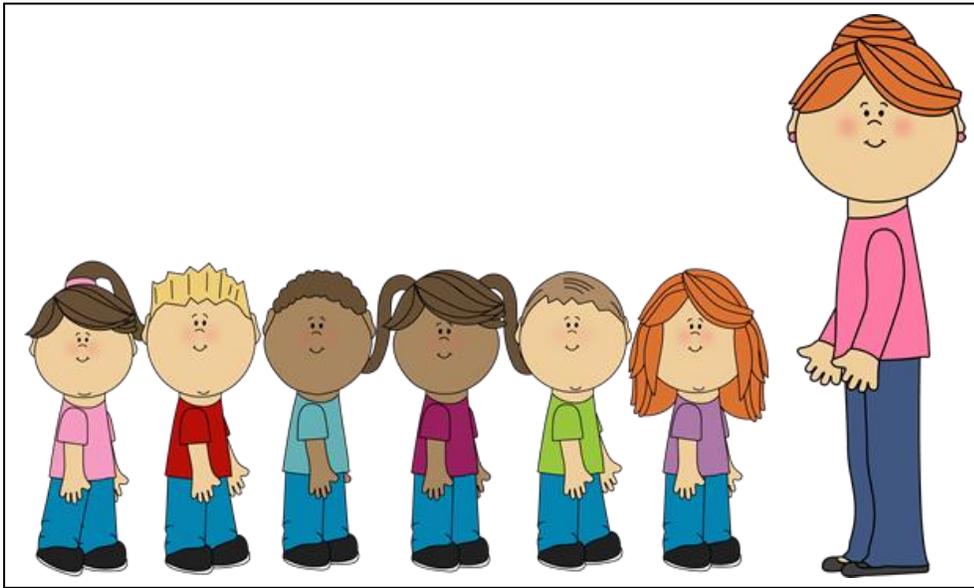
*If you are in another part of the building and not the classroom when an intruder enters like the bathroom, resource room, nurse, or hallway, please listen to a teacher near you. If you are alone, you need to go to a safe place. You can go into another classroom or if it is safe, evacuate the building and run to one of our school meeting places.*

The teacher may ask you to grab something to throw like a book, a water bottle, or a back pack.



It is important to remain as quiet as possible in this situation. If the intruder somehow is able to enter your room, then it is okay to scream and throw the books, water bottles, or backpacks at the intruder and then run out the classroom if possible.

The C in ALICE stands for counter. Counter is when we throw things at the intruder. We only do this if the intruder comes into the classroom.



It is also possible that your teacher may instruct you to run to a different part of the

school, or tell you to climb out a window. You may even be told to run outside and go to our pre-determined meeting place away from the school and wait there.

The last letter E in ALICE stands for Evacuate. Evacuate means to leave. If you can leave the building safely it is ok to leave. Again if you are not in the classroom when an intruder enters our school listen to a teacher if there is one near you. If not, you may go into another classroom or if it is safe, quickly leave the building and go to one of our school meeting places.

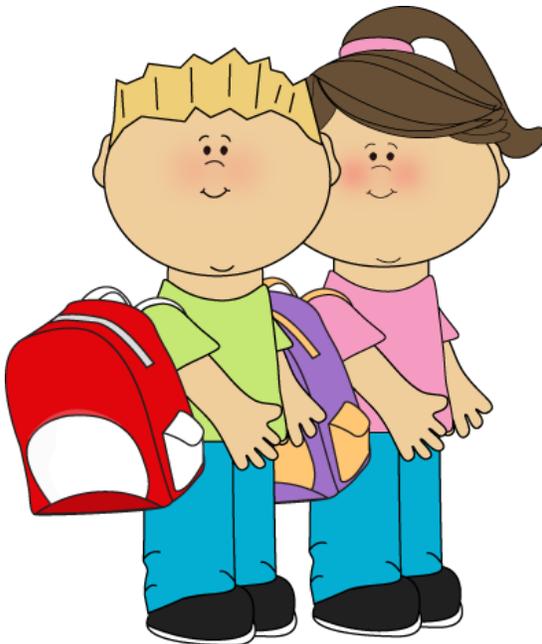


During the emergency, police officers and other public safety personnel may come into the school. Their job will be to stop the intruder, so it again is extremely important that you only do what you are instructed to do, so the safety officers can complete their job.



All schools practice emergency drills. We practice emergency drills so that we stay safe every day at school. We will continue to practice fire drills and bus evacuation. We will also practice ALICE drills where we may be asked to do different things in different situations, like pushing desks in front of our door, or grabbing something to throw. We will also practice escaping from our room and running outside to a safer place.

It is very important for you to know what to do when there is an emergency at school, so that if an emergency ever occurs, we all will have the best chances of staying safe.



Teacher Follow up Questions:

At this point ask the class if they have any questions. Reassure students that they are safe and that they are being trained in ALICE because it is something that will help to make us safe and prepared just like we are ready for a fire with fire drills.

If a student asks a question and you are unclear of the answer, please let the students know you are not sure, but will get the answer for them. Your building administrator can help answer the question.