

-For Principals- On the Day of the Crisis

Verify Facts of Crisis

Contact School Crisis Team

Contact your District School Support Team Specialist.
Jacqueline Whitaker 435-295-1565

Decide with Jacque what supports you need from the District Crisis Team. Things to consider: Water and snacks, rooms for students to meet with counselor, prepared statements for stakeholders.

Meet with crisis team members to develop a crisis "game plan" .

Make assignments and a plan to meet at the end of the day for a debrief.

Meet with secretaries to develop a plan to respond to incoming phone calls.

Hold a faculty meeting as soon as possible. Please provide only verifiable information.

School/District Crisis Team will be available to assist teachers who have been impacted by the death of a student and/or students.

Provide a statement for teachers to read in their classes if Crisis warrants this (usually only for a completed suicide).

Provide a place for students to meet with crisis team.

You may want to identify "floaters" to move around the building and see how things are going.

Identify students and staff who may need additional support

Meet with crisis team and/or entire staff to debrief –check the "pulse"

Depending on Crisis Communicate with parents concerning Crisis.

If the district team is not needed skip these two steps

-For Teachers- On the Day of the Crisis

Attend Faculty Mtg



Let your Admin team know if you are unable to teach your class.



Read the handout given you by the Admin. to your students. Do not speculate or allow students to do so.



Stick to your normal routine. Processing the situation with your students is not your job! Please refer to the Crisis Team.



Monitor students in your class. Identify students who may need additional support.



End of Day:
Meet with staff to debrief. Admin will take care of any communication with parents.

Please share this info with any substitute in your hallway/building!

-For Crisis Team Members-

On the Day of the Crisis

