

Crisis Response Plan for [Event Name]

Date: [Insert Date]

Location: [Insert Location]

Purpose

This plan outlines the procedures to be followed in the event of a crisis during [Event Name].

Key Contact Information

- School Administrator: [Name] - [Phone Number]
- Event Coordinator: [Name] - [Phone Number]
- Local Emergency Services: [Phone Number]
- School Security: [Phone Number]

Crisis Scenarios

Medical Emergency

In the event of a medical emergency, call 911 and notify the nearest staff member.

Natural Disaster

Follow the school's evacuation procedures and move to designated safe areas.

Intruder Alert

Lockdown procedures should be initiated immediately and local authorities contacted.

Communication Plan

All announcements will be made by the Event Coordinator via:

- PA System
- Text Alerts
- Email Notifications

Review and Approval

This crisis response plan has been reviewed and approved by:

[Name], [Title] - [Signature] - [Date]