



Public Schools of North Carolina

Developing a Family REUNIFICATION PLAN



Center for

SAFER SCHOOLS

NC Department of Public Instruction

Consistency - Integrity - Professionalism - Respect - Transparency

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Key Concepts

1

CONNECTION TO CRISIS PLAN

2

BASIC COMPONENTS OF A REUNIFICATION PLAN

3

SUMMARY, NEXT STEPS, QUESTIONS

Objectives

Participates Will Be Able To:

BEFORE



Understand what Reunification is, how to develop a plan and to be equipped to carry out an orderly Reunification under potentially high-stressed conditions.

Parent/Family Preparedness

DURING



Apply knowledge and enact a plan to carry out the Reunification process by safely and efficiently reuniting students with verified and authorized families.

AFTER



Apply knowledge and enact a plan to comprehensively close the Reunification Site and ensure continued care for students and staff.

Reunification

- The means for safe, orderly and documented reunion of students and families in the event of an emergency evacuation or school closing.
- Reunification can occur on-site or at an off site-location depending on the crisis.

Result of:

1. **Hazardous materials release near the school**
2. **Major fire**
3. **Severe weather event**
4. **School violence**
5. **Bomb threat**
6. **Active shooter type incident**

The process remains the same for both on-site and off-site reunification.

Off-Site Reunification Plan: DISTRICT LEVEL

- Activate when an incident occurs that *requires* a school evacuation to a secondary location.

On Site Reunification Plan: SCHOOL LEVEL

- Activate when an incident occurs that *does not require* a school evacuation to a secondary location.

Reunification Planning

Before	During	After
<i>Mitigation/Preparedness</i>	<i>Response</i>	<i>Recovery</i>
<ul style="list-style-type: none"> • Develop Plan 	<ul style="list-style-type: none"> • Activation of Plan 	<ul style="list-style-type: none"> • Mental Health
<ul style="list-style-type: none"> • Train 	<ul style="list-style-type: none"> • Mobilization of Teams and Supplies 	<ul style="list-style-type: none"> • Memorials
<ul style="list-style-type: none"> • Exercise the Plan 	<ul style="list-style-type: none"> • Deployment 	<ul style="list-style-type: none"> • Return
	<ul style="list-style-type: none"> • Set Up of Reunification Site 	<ul style="list-style-type: none"> • Reconstruction
	<ul style="list-style-type: none"> • Complete Reunification Process 	

Things to Consider

- Do parents/families know what to do prior to an event?
- How do they know?
- Who will set up the Reunification Site?
- Where will supplies come from?
- How will you inform families about the reunification process?
- How will you inform families of the Reunification Site location?
- How will you transport students? Exceptional Education Students?
- How will you set up the Reunification Site?
- How will you supply water and possibly food?
- How will you deal with medical needs?
- How will you prevent students from leaving on their own?
- Who will answer the phone calls?



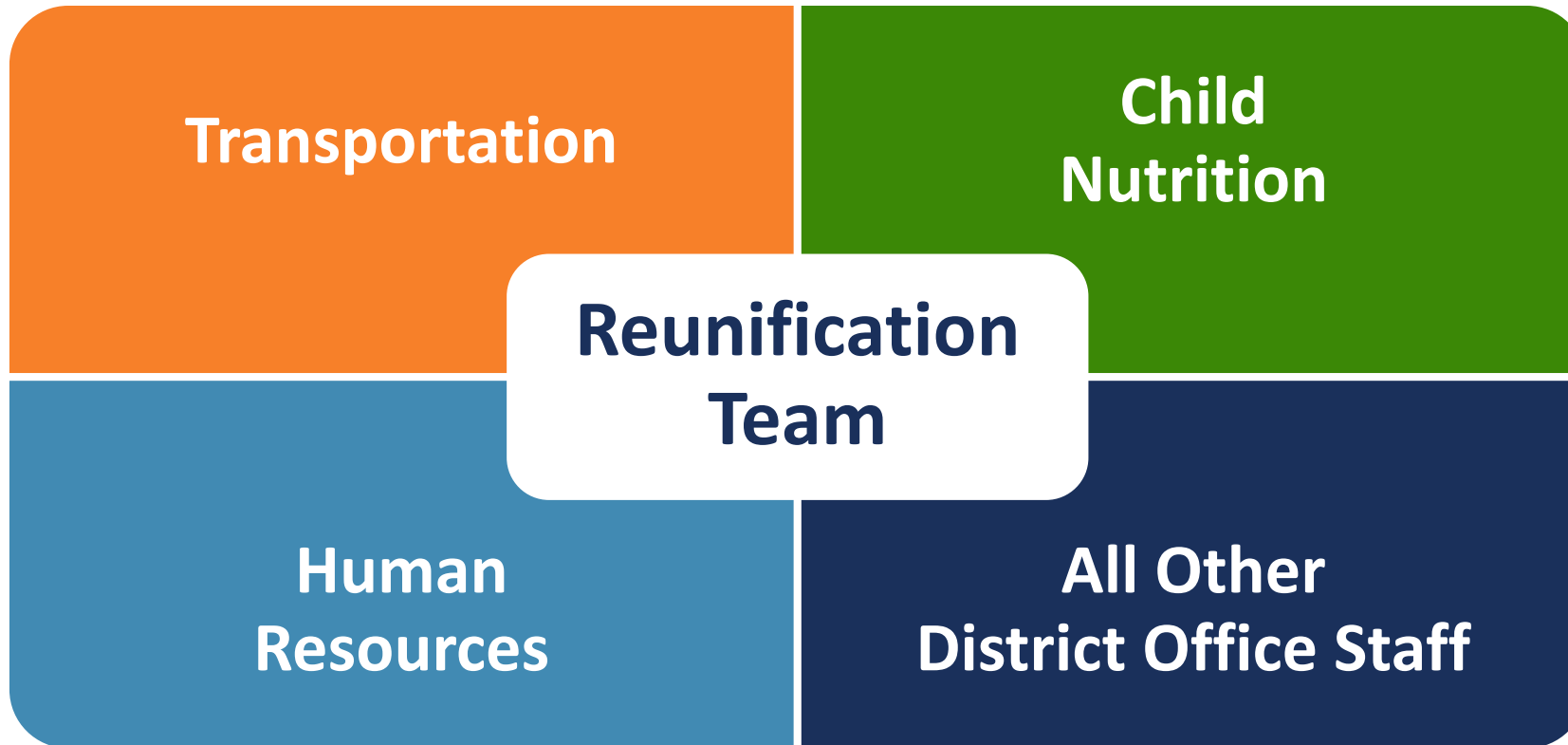
Things to Consider (cont.)

- How will you deal with mental health crisis?
- How will you deal with missing or injured staff or students?
- How will local law enforcement/emergency management assist?
- How will you verify that an adult is authorized to take custody of a student?
- What's your District Level Team notification process?
- How will you facilitate communication between the Request Point, Student Assembly Area, and Release Point?
- How frequently will families be updated?
- Who will speak with Media?
- Who will keep Board members informed, where and how?



Off Site (Secondary) Reunification

DISTRICT PLAN (Detailed Discussion of Each Area)



- *Public Information*
- *Technology*

REUNIFICATION TEAM

Request
Point

Assembly
Area

Release
Point

RUNNERS

Off Site Reunification Summary

BEFORE

- Form District Level Team
- Assign Responsibilities
- Develop and Write the District Plan
- Train and Exercise

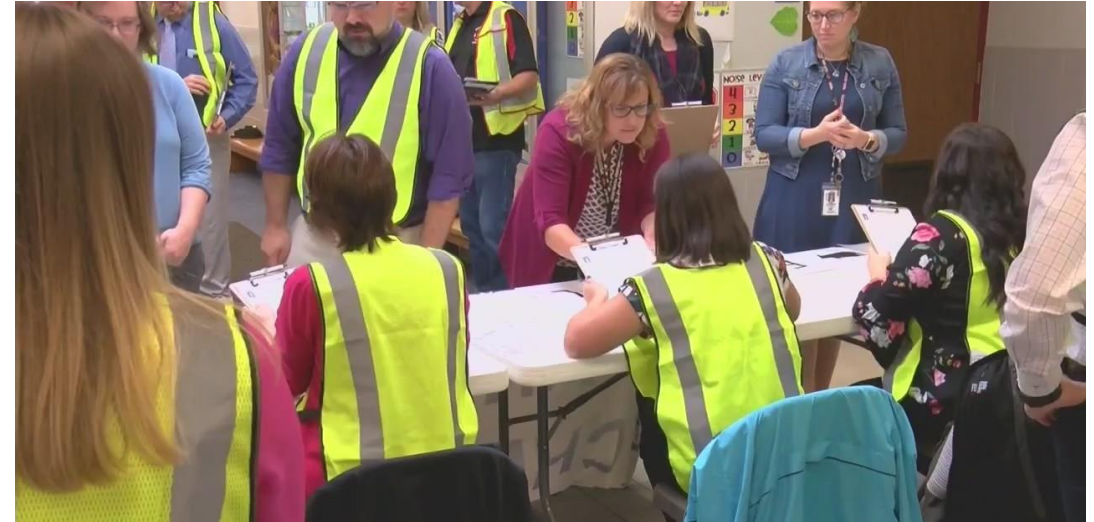
- *Parent/Community PSAs* -

DURING

- Activate the plan:
- Call Center
- Contact Staff Families
- Communication (Social Media, ConnectEd, Radio and Television)
- Media
- Transportation
- Child Nutrition
- Deploy Reunification Team
- Transport Supplies
- Set up Reunification Site
- Complete Reunification Process

School-based Reunification

Remember, for a large-scale event such as an earthquake or tornado, the same disaster that affects your school also affects the surrounding community.



Schools must be prepared to rely on their own resources because assistance from outside agencies may be delayed or nonexistent, depending on the scope or magnitude of an emergency.

School-based Reunification Team

SCHOOL RESPONSIBILITIES

BEFORE

- Assign Responsibilities
- Develop & Write the Plan
- Train the Teams
- Exercise

DURING

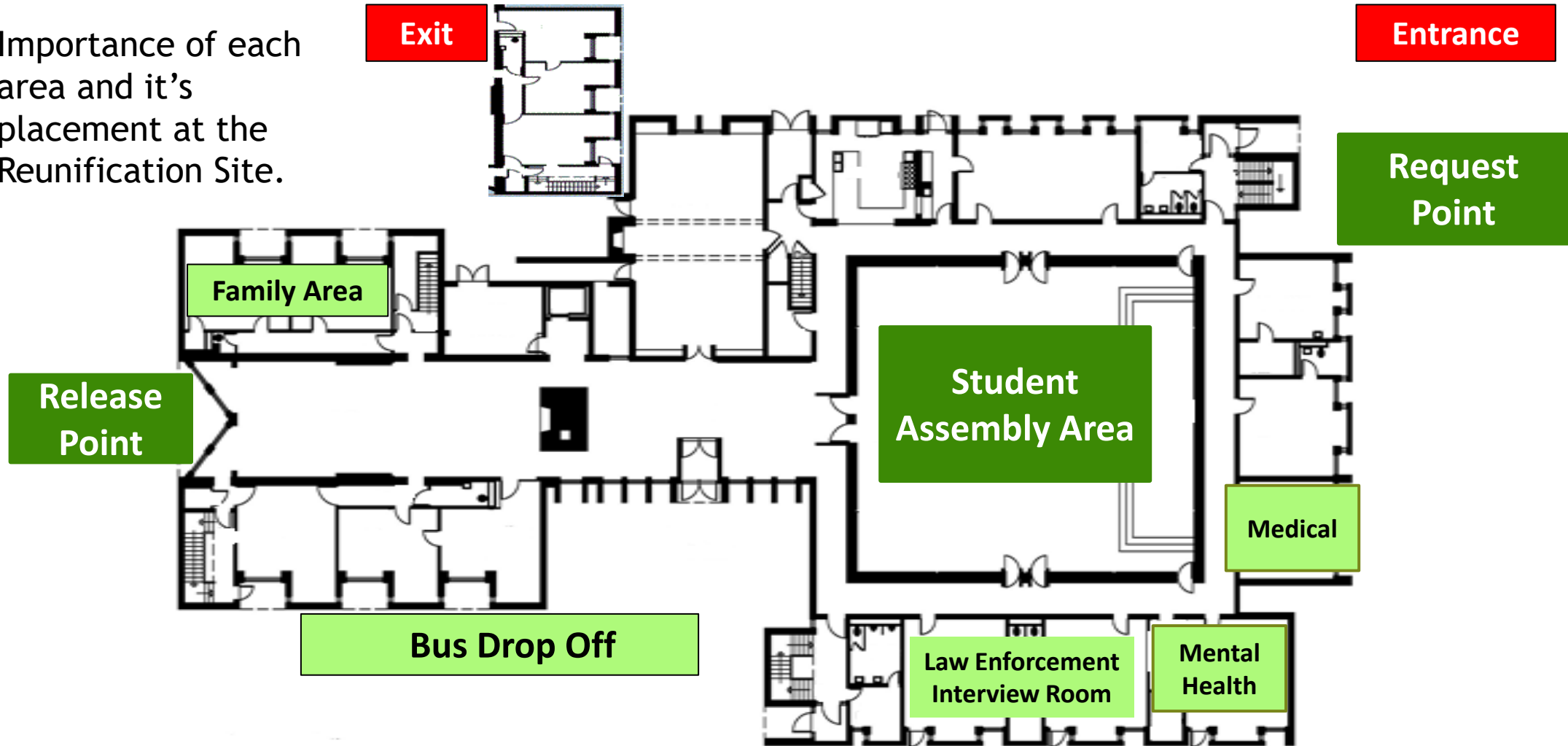
- Evacuate
- Phones (Is Building Safe/Enough Staff?)
- Communication (Social Media, Connected)
- Media Staging Area
- Technology
- Supplies
- Set Up (Request Point, Assembly Area, Release Point)
- Medical and/or Mental Health Needs
- Complete the Reunification Process



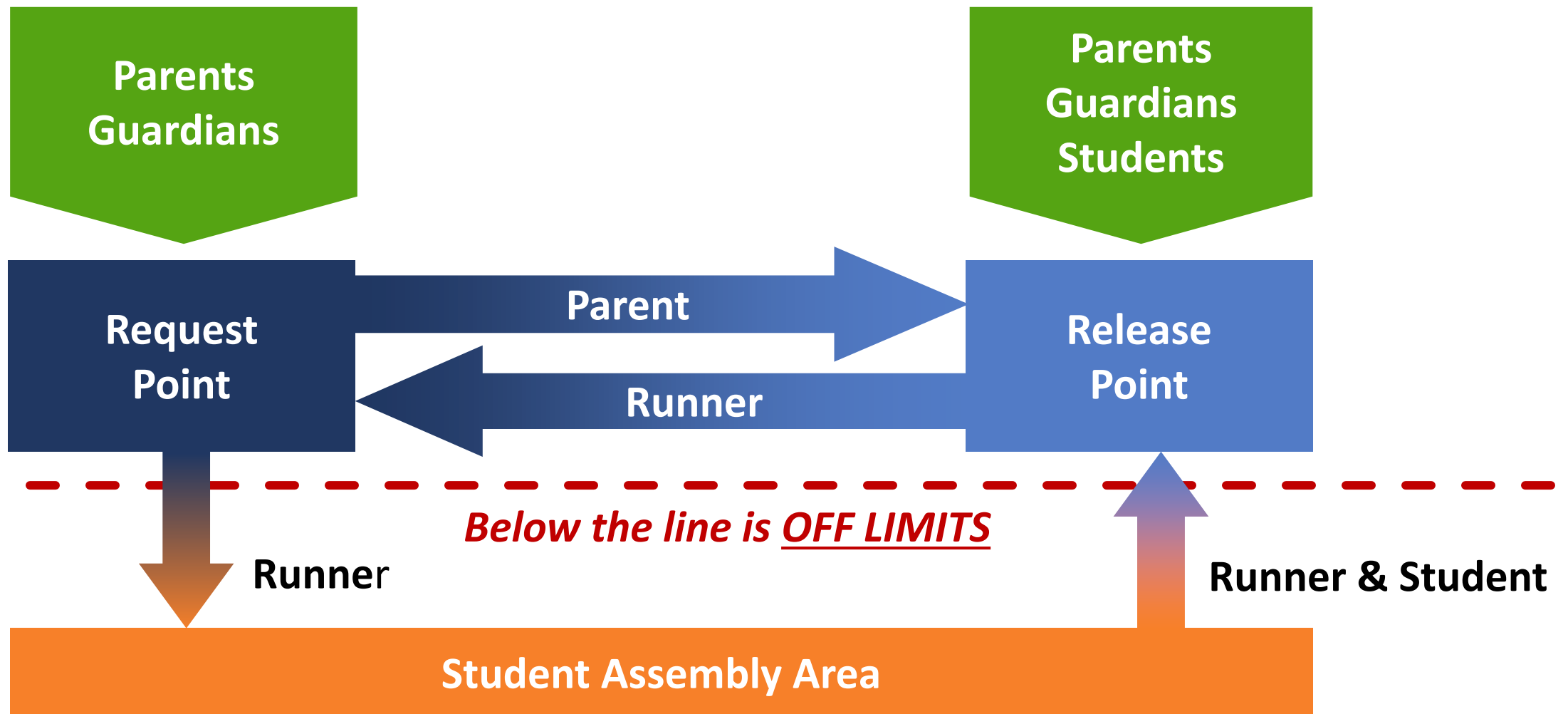
The Reunification Process

This Section covers formation of site teams and responsibilities, how to set up the Reunification Site, forms and documentation, steps of the Reunification process and logistics.

Importance of each area and it's placement at the Reunification Site.



Reunification Process Summary



Four Components of Recovery

1. **ACADEMICS RECOVERY**
2. **PHYSICAL & STRUCTURAL RECOVERY**
3. **BUSINESS FUNCTIONS RECOVERY**
4. **SOCIAL, EMOTIONAL, & BEHAVIORAL RECOVERY**



For additional information on the full Reunification training please contact NC Center for Safer Schools at _____ or:

NC Center for Safer Schools State School Safety Coordinators

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