



At Sterling Elementary, we hold safety drills. We have monthly fire drills where we practice leaving the building quickly and safely. We hold an annual earthquake drill where we learn how to stay safe in the event of an earthquake.

We also have Safety Closure and Evacuation drills (also known as ALICE drills—see pg. 2 for more information).

Four times a year, we practice locking down our classrooms and our school and discuss what we would do if we were to have an unsafe situation in or around our school, like a school intruder. During the safety closure drills, our teachers discuss what students should do, and students brainstorm ways to handle potential situations. In addition, during at least one of these drills, we practice evacuating to our off campus evacuation site. This allows teachers and students understand where to go and how to get there safely.

During our first ALICE drill, we discuss what an ALICE drill is and ensure that all students understand that our job is to keep them safe. We will make an announcement that we are having an ALICE drill. Teachers will lock down their classrooms, including closing and locking their hallway doors and closing their blinds. Teachers will then talk with students and answer several questions. The level of discussion on these questions will depend on the students' age level. Some of the discussion questions include:

- If we have to evacuate our building, where do we go? How do we get there? What do we do when we get there?
- If we have to barricade in our room, what does that mean? What do we do? How do we act?
- What does ALICE mean? If someone said on the intercom, ALICE in the library or intruder in the library, what would be the first thing we should do? (Answer to this one is stop and listen to the adult in the room) and then what?
- What if there were announcements every couple of minutes with an intruder in another location of the school? What do we listen for? How do we react?

In the event of an actual school intruder, our primary responsibility is to evacuate our building. Once we are at our off campus evacuation site, students are released according to our school's protocols. Your cooperation and patience in an actual event will be critical to ensuring that all of our students are reunited efficiently with their families.

KENAI PENINSULA BOROUGH SCHOOL DISTRICT  
SCHOOL “SAFETY CLOSURE” INFORMATION



After extensive research and study of historical and recent school safety incidents, the U.S. Department of Education issued a new document with new guidelines for school safety entitled “Guide For Developing High-Quality School Emergency Operation Plans.” One of the major findings was that the lone option to *lockdown* was no longer enough. It was stressed that “as the situation develops, it is possible that students and staff will need to use more than one option.” In order to give our staff and students more options to protect themselves, KPBSD adopted the **A.L.I.C.E.** protocols to be used when the presence of a violent intruder necessitates a “Safety Closure.” **A.L.I.C.E.** is an acronym for:

**ALERT** Use Plain and Specific Language. Avoid Code Words

Get the word out! Notify authorities and those in harm’s way of the danger at hand. The objective is a conveyance of plain, clear, concise and accurate information, not an issuance of a command. The goal is to empower as many individuals as possible with the ability to make an informed decision as to their best option to maximize their chances of survival!

**LOCKDOWN** Barricade the Room. Silence Mobile Devices. Prepare to **EVACUATE** or **COUNTER** if Needed

Locking down and barricading entry points may still be the best option in some situations. The noise of cell phones and phone conversations could put students and staff in danger so all mobile devices should be silenced. ALICE training includes instruction on practical techniques to assist in better barricading the room. Pre-Planning and obtaining of materials can improve the ability to barricade. The time in Lockdown can be used to prepare for the use of different protocols (i.e. Counter or Evacuate) as the incident proceeds and situational information is supplied.

**INFORM** Communicate the Intruder’s Location in Real Time

Inform is a continuation of Alert and uses any means available to pass on real-time information. Communicate real-time updates throughout the incident to those involved. This can be accomplished through the use of video surveillance equipment, public address systems, or electronic updates. Updates during an incident allow those involved to make sound decisions about how to react and what steps, if any, to take next. Information should always be clear, direct and, as much as possible, should communicate the whereabouts of the intruder. Effective information can keep the intruder off balance, giving people in the school more time to further lockdown, or evacuate to safety.

**COUNTER** Create Noise, Movement, Distance and Distraction

This protocol is used only as a “last-resort” or “worst-case” option if those involved have not been able to find a secured area, or their secure area has been breached. Staff and students are trained in disruptive actions that create noise, movement, and distance to distract, confuse, and gain control through age appropriate tactics. ALICE does not endorse civilians fighting an active shooter, but when confronted directly in a life-and-death situation, individuals should use any actions necessary to defend themselves.

**EVACUATE** When Safe To Do So, Remove Yourself From Danger Zone

The goal is to safely put as much time and distance between the threat and our staff and students as possible. The decision to evacuate can be made at any time during the incident based upon information that becomes available. Evacuating to a safe area takes people out of harm’s way and hopefully prevents civilians from having to come into any contact with an intruder. Evacuation is the number one goal! When Evacuation is one of multiple protocols that are safely available, Evacuation should be the first choice.

It is important to understand that these protocols are age appropriate, not sequential or chronological, and those involved have the ability to change protocols as an incident progresses. KPBSD’s change to the use of **A.L.I.C.E.** protocols has been done in conjunction with our local law enforcement agencies. These agencies also participate in the training of staff and students.