

# **IMPORTANT!**

## **PLEASE READ AND COMPLETE THE STUDENT EMERGENCY RELEASE FORM REGARDING OUR EMERGENCY AND EVACUATION PROCEDURES**

Helena School District No. 1 and C.R. Anderson have an Emergency and Disaster Plan that is designed to minimize danger to anyone occupying a school/building, should an emergency occur. Our main objective is to attend to the health and welfare of your child/children in the event of an emergency and to see that he/she gets safely home by walking, bus or by transportation provided by the parents.

It is impossible to foresee all emergencies, but we have researched the most effective way to avoid dangerous situations. We have also determined the most effective way to use our resources to respond immediately to those emergencies that cannot be avoided. Any disaster will interrupt the normal way of doing things. **YOUR COOPERATION IS NEEDED UNDER SUCH CIRCUMSTANCES.**

1. If you hear rumors of an emergency, **PLEASE CHECK YOUR EMAIL, PHONE MESSAGES AND TEXT MESSAGES AND THE CRA WEBSITE.**
2. We have limited phone lines. These **MUST** be used to respond to the disaster. **PLEASE DO NOT TELEPHONE THE SCHOOL.**
3. An emergency involving your child's school may mean emergency vehicles responding need access to the building. To ensure that they can reach the school, **PLEASE DO NOT COME TO SCHOOL OR EVACUATION SITE UNTIL YOU HAVE INFORMATION THAT THEY WILL BE RELEASED.** A release station either in the school or at an alternate location will be set up for this purpose. Children will be released only to the persons you have designated on the Emergency Student Release Form.
4. If for any reason the school must be evacuated during regular school hours your child will be taken to the following sites:
  - 6th grade and special needs: **Calvary Baptist Church, 1225 Knight St.-across the street from CRA**
  - 7th grade: **Headwaters Covenant Church, 1030 Choteau St.**
  - 8th grade: **Alliance Church, 1400 Stuart St.**If school is evacuated, **children will not be released from the school. They will be released from the evacuation site.**

Advisor \_\_\_\_\_

**CRA EMERGENCY STUDENT RELEASE FORM**  
**PLEASE COMPLETE AND RETURN THIS FORM TO SCHOOL**

STUDENT NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

\_\_\_\_\_

HOME PHONE(S): \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

FATHER'S NAME: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

MOTHER'S NAME: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

**In the event of an emergency, you may release my child/children to the following individuals:**

1. Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Cell \_\_\_\_\_

2. Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Cell \_\_\_\_\_

3. Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Cell \_\_\_\_\_

**Other Children in family:**

1. Name: \_\_\_\_\_ School \_\_\_\_\_

2. Name: \_\_\_\_\_ School \_\_\_\_\_

3. Name: \_\_\_\_\_ School \_\_\_\_\_

4. Name: \_\_\_\_\_ School \_\_\_\_\_