

CLAYTON COUNTY PUBLIC SCHOOLS EMERGENCY OPERATION MANAGEMENT PROCEDURES

SCHOOL / LOCATION: Mundy's Mill Middle School

SCHOOL YEAR: 2017-2018

Clayton County Public Schools

**Dr. Morcease Beasley, Superintendent
Dr. Angela Collier, Director of Student Services**

Chief Thomas Trawick Jr., Director of Safety and Security

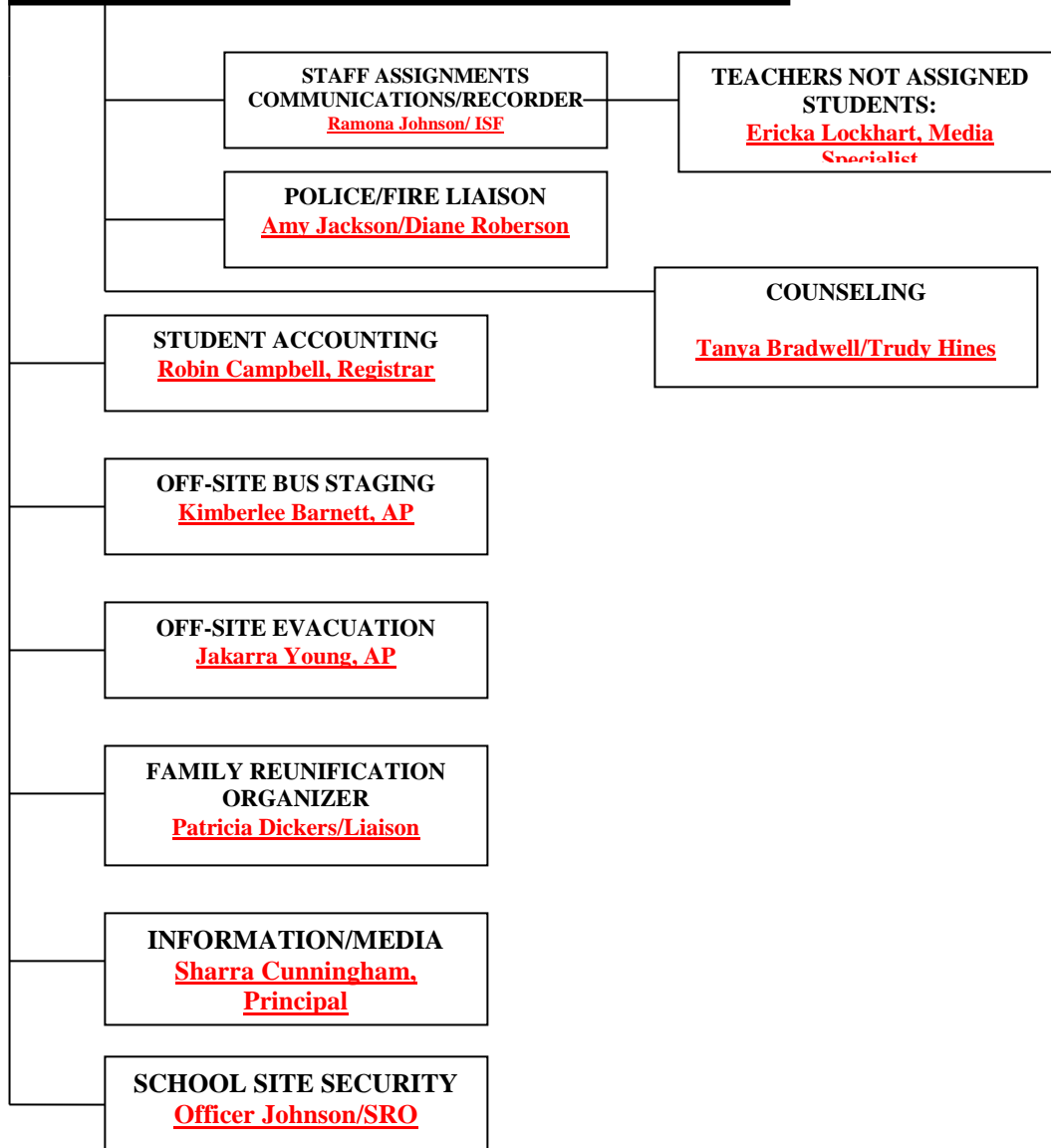
DEFINITION OF THE SCHOOL SAFETY ZONE

The School Safety Zone means in, on or within 1,000 feet of any real property owned by or leased to any public or private elementary school, secondary school, or school board and used for elementary or secondary education and in, on or within 1,000 feet of the campus of any public or private technical school, vocational school, college university or institute of post-secondary education.

INCIDENT COMMAND SYSTEM

SCHOOL: **Mundy's Mill Middle School**

INCIDENT SUPERVISOR: PRINCIPAL
NAME: Sharra Cunningham



OFF SITE EVACUATION AREA

PRIMARY LOCATION:

**Divine Faith Ministries International Church
9800 Tara Boulevard, Jonesboro, GA**

DIRECTIONS FROM SCHOOL: Go east out of entrance. Cross over Tara Blvd. Turn left behind Larry's Tires. Arrive at church parking lot

Secondary Locations:

**South Clayton REC Center
1837 McDonough Road, Hampton GA**

Directions: Go east out of entrance of school. Turn left onto Tara Blvd. In two miles turn right onto McDonough Road. The REC center is located about ¼ miles on the left.

CONTACT PERSON (If off CCPS property)

Name: Jakarra Young

Position: Assistant Principal

Contact Phone Number: **678.708.8127**

SPECIAL TRAFFIC OR SECURITY CONCERNS FOR THIS AREA: Mundy's Mill road is a high traffic street and is often congested. Staff and students must cross Tara Blvd. to get to offsite evacuation area. The SRO will request police escorts to ensure the safe transition from the school to the designated location.

Students should line up with their teacher, and remain with the assigned teacher during the specified time. Teachers should bring the emergency management folder. The folder is located behind each classroom door. The rosters should be updated every 4½ weeks including each student's address and phone number, and upon the enrollment or withdrawal of a student. Teachers should report to their designated area using the highlighted evacuation route referenced on the evacuation map. Teachers should monitor students, and remain in their designated area until further instructions are given. If evacuation to the off-site location is required, we will proceed to the designated site. Upon arrival, students will reorganize into grade levels, and then by Homeroom. Homeroom teachers will confirm that each student arrived safely.

Statement of Understanding Between

Mundy's Mill Middle School

(School/Facility)

AND

Divine Faith Ministries International Church

(Alternate Site Provider)

I.AUTHORITY

The authority of this local understanding is contained in:

- A. Georgia Emergency Management Act of 1981, Volume 28, Section 28, Chapter 3, Official Code of Georgia, annotated.
- B. State of Georgia Attorney General's official opinion dates September, 1981

II.PURPOSE

To establish an alternate site for Mundy's Mill Middle School that will be available immediately to the principal/administrator in the event an emergency should occur at the School/Facility.

III.SCOPE

The Mundy's Mill Middle School agrees to utilize the building of Divine Faith Ministries during and after such local emergency, whenever such assistance is requested by the principal/administrator.

IV.TERMINATION

This statement of Agreement can be terminated by either party, only when a letter of intent has been in effect for at least thirty (30) days.

V. IMPLEMENTATION

Implementation of this Statement of Understanding will be in accordance with the Comprehensive Emergency Operations Plan. WHEREUNTO, the parties hereto have affixed their signature this 25 day of July 25, 2016.

BY Sharra S. Cunningham
(Principal/Administrator)

Mundy's Mill Middle School
(School/Facility)

BY _____
(Alternate Site Provider)

Divine Faith Ministries
(Alternate Site)

MEDIA STANDING AREA

LOCATION:

**Divine Faith Ministries International Church
9800 Tara Boulevard, Jonesboro, GA**

DIRECTIONS FROM SCHOOL: Go east out of entrance. Cross over Tara Blvd. Turn left behind Larry's Tires. Arrive at church parking lot.

Secondary Location:

**South Clayton Recreation Center
1837 McDonough Road, Hampton, GA**

Directions: Go east out of entrance of school. Turn left onto Tara Blvd. In two miles turn right onto McDonough Road. The REC center is located about ¼ miles on the left.

CONTACT PERSON (If off CCPS property)

Name: Jakarra Young

Position: Assistant Principal

Contact Phone Number: **678.708.8127**

SPECIAL TRAFFIC OR SECURITY CONCERNS FOR THIS AREA:

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All staff and students should refrain from speaking with the media. Media should be referred to the principal who will refer them to the Communications Department.

COMMAND POST

LOCATION:

Divine Faith International Church or as designated by Incident Commander.

DIRECTIONS FROM SCHOOL: Go east out of entrance. Cross over Tara Blvd. Turn left behind Larry's Tires. Arrive at church parking lot.

Secondary Location: **South Clayton REC Center** or as designated by Incident Commander

Directions: Go east out of entrance of school. Turn left onto Tara Blvd. In two miles turn right onto McDonough Road. The REC center is located about ¼ miles on the left.

CONTACT PERSON (If off CCPS property)

Name: Jakarra Young

Position: Assistant Principal

Contact Phone Number: **678-708-8127**

SPECIAL TRAFFIC OR SECURITY CONCERNS FOR THIS AREA:

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FAMILY REUNIFICATION SITE

PRIMARY LOCATION:

Divine Faith Ministries International Church
9800 Tara Boulevard, Jonesboro, GA

DIRECTIONS FROM SCHOOL:

Go east out of school parking lot. Turn left onto Tara Blvd. and then right into church parking lot.

SECONDARY LOCATION:

South Clayton Recreation Center
1837 Hampton Road, Hampton, GA

DIRECTIONS FROM SCHOOL: Go east out of entrance. Cross over Tara Blvd. Turn left behind Larry's Tires. Arrive at church parking lot.

CONTACT PERSON (If off CCPS property)

Name: Jakarra Young

Position: Assistant Principal

Contact Phone Number: **678.708.8127**

SPECIAL TRAFFIC OR SECURITY CONCERNS FOR THIS AREA:

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There will be a table set up in front of the Church. Parents will need their ID and will not be allowed to pass the check-out table. The Members of the Incident Command Team will be responsible for retrieving students and unifying them with their parent(s)/guardian(s).