

Parent Emergency Procedures

Our school is located in an earthquake-prone area, and in the event of an earthquake or any other emergency, the following procedures will be followed:

- No student will be dismissed from school care unless a parent/guardian or an authorized adult comes for him/her. Note that an 'authorized adult' is one that has been authorized by the legal guardian on the MRCS student registration or re-registration forms, and noted in our files as such, or has been authorized either verbally or in writing to an MRCS staff member;
- No student will be allowed to leave with any unauthorized person (family friend, relative or daycare) until we have obtained parent/guardian permission; and
- All parents or designated guardians who come for students must have them signed out at the student release station at the posted Student Release Centre (usually at or near the main entrance of the school).

We are prepared to care for approximately 40% of the students, for a 72-hour period, in the event of a critical situation or if parents/guardians are unable to reach the school. The 40% represents those living east of 224th Street and west of the Pitt River Bridge. We have staff members with first aid certificates and the school will be in communication with local emergency services. We ask for your help in the following areas:

- **Please do not call the school** - our phone lines must be kept open for emergency calls;
- If the school is not accessible, an alternate meeting place for parents will be set up at the Maple Ridge Alliance Church at 20399 Dewdney Trunk Road, Maple Ridge. One of the Emergency Response Team Parent Liaisons will be in contact with the school to pass on any pertinent information to all parents gathered.
- You may be unable to use the local telephone lines in an earthquake, as they will likely be closed to all calls except emergency/rescue use. You will in all likelihood, however, be able to make long distance calls. In the Emergency Contacts section of your student's registration/re-registration form, please provide us with a phone number outside of the '604' area code for a relative or friend who could possibly be used as a reunion coordinator in the event of separation;
- On your students' registration/re-registration form, parents are asked to provide us with the names of two people who, in the event that you are not able to come for your own child/ren, will be your children's 'designated caregiver'; they will be called if a parent cannot be reached.
- Following an earthquake or other emergency, do not immediately drive to school. Access roads to our school may be cluttered, and access routes and street entrance areas must remain clear for emergency vehicles.
- Check the **website at www.mrcs.ca** or the MRCS app for updated emergency information.