

## IMPORTANT INFORMATION

Please detach the card below and keep it with you at all times.

### Emergency Numbers & Notes

If an "emergency information" card is not attached you can get one in your school office.



**MEDINAH PRIMARY SCHOOL**  
22W300 Sunnyside  
Medinah, IL 60157  
(630) 529-9788

Principal: *Mrs. Melissa Langietti*



**MEDINAH INTERMEDIATE SCHOOL**  
7N330 Medinah Road  
Medinah, IL 60157  
(630) 529-6105

Principal: *Mrs. Natalie Czarnecki*



**MEDINAH MIDDLE SCHOOL**  
700 East Granville  
Roselle, IL 60172  
(630) 893-3838

Principal: *Mr. George Gouriotis*



**Medinah School District #11**

*SCHOOL EMERGENCY  
INFORMATION GUIDE  
for PARENTS and  
GUARDIANS*



*Every Student. Every Day.*



### Medinah Elementary School District 11 PARENT WALLET CARD

*Every Student. Every Day.*

#### Designated Evacuation Sites:

In the event of an evacuation, the following sites have been designated. Given the nature of a specific emergency, these sites may need to be changed. Whenever possible, you will be notified by way of an automated phone call, a text message, a Twitter message and/or our district website. Unless notified otherwise, these would be the sites to pick up your child when contacted to do so. Bring a photo ID with you. Children will only be released to parents, guardians or persons listed as emergency contacts.

School	Phone Number	Reunification Site
Primary	(630)529-9788	Lake Park HS, East Campus
Intermediate	(630)529-6105	Medinah Park District
Middle	(630) 893-3838	Ventura 21 Clubhouse

#### Following an emergency:

- Listen to and acknowledge your child's concerns.
- Provide reassurance that your child is safe.
- Assure your child that additional prevention efforts are being put into place.
- Seek help from school personnel or a mental health professional if concerns persist.



## How You Can Help

In the unfortunate event that an emergency or crisis situation occurs in our area during the school day, we want you to know that the Medinah School District is prepared. With the help of the Fire and Police Departments, we have designed a Standardized School Crisis Plan that will assist us in effectively responding to these types of situations.

**While your natural instinct as a parent in an emergency is to go to your child's school to safeguard him/her, please understand that doing so may significantly impede our response capabilities as well as those of our local emergency responders.** It is vital that school officials and the Police and Fire Departments have access to our buildings to manage the situation and give care to students. In addition, it may be necessary to evacuate students to another location if there is immediate danger.



In an emergency or crisis situation, we need your cooperation and assistance and ask that you please follow the guidelines below:

- In the event of a crisis that requires an evacuation/relocation of students, contact for information and all other emergency situations is 630-893-3737. Again, please **DO NOT COME TO SCHOOL** and attempt to pick up your child. This will help to ensure accountability for all students and allow local emergency responders to react accordingly.
- Tune to major local television and radio stations for information on the situation and instructions on how to reunite with your child. In some emergency or crisis situations, it may be necessary to relocate to another facility for safety reasons. INSTANT CONNECT is committed to providing accurate and timely information in the event of an emergency.



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### BE PREPARED FOR A SCHOOL EMERGENCY.

- Ensure that your child's emergency contact information is accurate and current.
- Remove the attached Emergency Procedure Card and carry it with you at all times.
- Become familiar with your school's emergency communication procedures. Instant Connect is committed to providing accurate and timely information in the event of an emergency.

### IN CASE OF A SCHOOL EMERGENCY

Although your first reaction may be to call or rush to your child's school, *please follow the tips below.*

**DO NOT call or rush to your child's school.** Phone lines and staff are needed for emergency response efforts and the accountability of all students in attendance must be controlled.

DO NOT phone your child. Staff and students are discouraged from using cell phone communication for safety reasons.

- Tune in to local TV/Radio stations for official school news alerts.
- Rely only on official communication from school or public safety officials.

