
Emergency Response Protocol: Room Clear

Situation	• Medical emergency in the classroom • Aggressive behaviour which has the potential to harm students and staff • Small hazardous material spill
Procedures	• Supervising staff member says, “Clear the Room,” and instructs students to relocate to a specific location (generally a next-door classroom that has been designated as the relocation area for this particular class). • Supervising staff member instructs someone to inform the office or another staff member that a Room Clear is in progress. • Provide the necessary support to the person in need.
Special Circumstances	• Medical emergency: → Call 911. → Get assistance from the nearest staff member with first aid training. → Notify parents of the affected student as soon as possible. • Aggressive behaviour: → Call 911 if needed. → Get assistance from the appropriate staff member(s): principal, Educational Support Services staff, counsellor. → Notify parents of the affected student as soon as possible. • Hazardous material spill: → Determine whether the classroom is safe to re-enter, consulting experts as necessary. → Provide first aid assistance if needed.

