



## **EMERGENCY PROCEDURES**

Academy of the Canyons has a disaster plan in place, and emergency drills are conducted during the school year. Emergency supplies are kept on our campus for easy access, should we need them.

It is important for parents to keep our office informed on any changes to the Student Emergency Card. This card will be used to contact you if your child is ill or during an emergency. Students can only be released to individuals listed on the emergency card.

Please be aware of the following guidelines, should an emergency occur during the school day:

In the event of a full evacuation, parents may park in the upper south lot parking lot off of Rockwell Canyon Road and walk down the path to the AOC campus to claim their child. Please **DO NOT** drive up the service road as this road will serve as primary access for emergency vehicles.

Parents may proceed to the Student Release Area on the AOC campus (at the end of the service road cul-de-sac) to request the release of their child. In order to ensure safety and to avoid chaos, parents - wherever possible - will be required to show proof of identification. Please be assured that every effort will be made to keep students safe and out of danger until a parent or guardian is available. It is crucial that parents work through the

Academy protocol when taking their student from the campus so that all students can be properly accounted for.

It is important to note that all AOC students may not be on campus during an emergency. Some students might be off track and attending college classes on the COC campus. If that is the case, students should follow the evacuation processes in place for COC. Should a student choose to leave COC and return to AOC until a parent is available, AOC staff will be available to assist in every way possible.