



Lake Bluff Safety and Security

Safety and Security

5 POINTS TO ADDRESS WITH STUDENTS FOLLOWING A DRILL:

The Action Guide is the training tool for teachers to teach students about our safety procedures. What follows are 5 points to consider during the training and if students experience fear from our drill practice. Practicing safety is not being prepared. When you are dealing with something potentially frightening, if you can get ahead of the bad feelings in control, then confidence comes from your attitude and approach. They will know you have a plan. It is someone who doesn't belong here, we have a plan to handle it. Students will then be prepared in and out of the room.

With students after the drill:

We help prepare and teach us all about the proper and safe way to act in case of emergency. That although safety drills can be scary, they are necessary to help us be more prepared. Always remember to Stop, Lock, Listen and Assess when announcements are given. Be sure to understand that they can help everyone by practicing seriously, and encourage them to be helpers with their peers and helpers for others.

Items to draw out feelings and hidden concerns: you feel scared or worried? Why? How could it help make our room safer?

If a student continues to struggle with safety drills:

What they are thinking, what they think they know, and what they are afraid of worried about.

Are trauma reactions could this be a reaction to past trauma?

Is an administrator for guidance, possibly involve the school social worker.

Parent of the adverse reaction to the drill and make a preparation plan for next time.

Emergency - use this area to take notes (medical needs, notes for substitutes, etc.)



DISTRICT 65
SAFETY & SECURITY

CLASSROOM ACTION GUIDE

EMERGENCY NUMBERS

Police Department Emergency
Call 9-1-1 & tell the dispatcher where you are located



AED/CPR Training

You are located in

ROOM 183E

Lake Bluff Elementary School
350 W. Washington Avenue, Lake Bluff, IL 60044

In an emergency: call 9-1-1



LAKE BLUFF DISTRICT 65

SAFETY GUIDE

Letter from Austin Johnson, Director of Safety and Security



The safety and well-being of students, staff and community are our top priority. We recognize that students and staff learn, teach, and reach their fullest potential only when they feel safe and are mentally well.

- Types of School Emergencies & Crisis Communication Plans
- Resources Available to Students, Staff, and Families
- How To Talk To Your Student About Safety

In a world with ever-changing challenges and dangers, it is essential that our entire community is united in supporting our students. Please help us in these efforts. If you ever see or hear of a concern that our schools should be aware of, please do not hesitate to reach out using the tools here and on our website, or email, call, or stop by and see an administrator.

Thank you for your partnership,

Austin Johnson

This guide is intended to highlight our many safety initiatives and educate you on ways you can help us prioritize safety in our schools each day. Our schools are committed to continuous improvements in safety and security, regularly updating protocols and incorporating the latest best practices to protect students and staff. We will continue to work toward our mission to provide every student a diverse, quality

URGENT ACTION REQUIRED!	
LOCKDOWN	Initiated when: Incident is occurring within the school during unstructured time or areas of the building. - Check hallway - let students/personnel in the nearest classroom - Lock Classroom door - Do not permit anyone to enter or exit - Take attendance on Chromebook, note additional students in your class and stay where you are until instructed - Stay alert and assess the situation in further information is given
ROAD TO PLACE	Initiated when: Incident is occurring within the school, medical, evacuating students, non-life threatening issue - Check hallway - let students/personnel in the nearest classroom - Lock Classroom door - Do not permit anyone to enter or exit - Take attendance on Chromebook in your class and stay where you are until instructed - Continue teaching and learning - normalize - gown/hands and told otherwise If outside, collect students and maintain outdoor activity If the fire alarm is pulled, do not re-enter
SHOOTING & BOMB	Initiated when: Hazard outside the school building. Secure building in a precautionary step - Normalize and continue activities inside of the building - Take attendance on Chromebook - All exterior doors are locked, no one leaves or enters the building (a monitored entrance can be established at one door only) - Listen for further announcements/instructions throughout the situation If outside, collect students and move inside the building If the fire alarm is pulled, do not re-enter
SEVERE WEATHER	Initiated when: Weather requires relocating within the school to designated areas - See Classroom Map for routing directions and designated shelter areas - Follow the Evacuation Map to your designated area - Take severe weather/hazardous position - Take attendance on Chromebook in your class and stay where you are until instructed - If the designated area is full, go to the other alternative shelter area within the building - Address Areas From Storm and Sheltered - Before/after and/or other, etc. If outside, immediately return indoors and seek appropriate shelter If the fire alarm is pulled, do not re-enter
ACTIVE SHOOTER	Initiated when: Armed perspective shooter is inside the school building Inform others of the situation using any means possible (you have options classroom phone or personal device) RUN - If you think you can safely get away - Move out and away from the building - If outside, gather students and move away from the building HIDE - If you cannot safely run - Check hallway - let students/personnel in the nearest classroom - Lockdown or hide in a classroom, office or bathroom - Lock and barricade the door - Prepare to defend if necessary - Do not worry about window blinds - Move out of view from hallway windows - Take attendance on Chromebook, note additional students in your class and stay where you are until instructed - If the fire alarm is pulled, do not re-enter DEFEND - If defend is required, block the door, and defend yourself with whatever means possible
EVACUATION	Initiated when: Hazard inside requires relocating outside - Upon alarm or notification, stop what you are doing, evaluate your situation - Conduct headcount of students/staff/visitors - Be prepared to respond via Chromebook - Gather students and announce "Stop and Assess as Every Transition" if route is transitory - Lightly off and close the door - Evacuate using the primary or secondary route as designated on the emergency route within the class - At each transition, evaluate the situation for smoke, fire, or other danger - Take attendance on Chromebook, note additional students in your class and stay where you are until instructed - Respond to the roster master on Chromebook - Account for your students and help other staff members as needed - If you see smoke, fire or danger, immediately notify administration and the fire department - Supervisors students and staff for instructions
CRISIS INTERVENTION	Initiated when: A crisis emergency is occurring within the school or on school property - Ensure scene safety - Check for response - Shout for help: Tell someone nearby to call 911. Tell someone to get an AED - If you're alone call 911 and get an AED if one is available - Check for no breathing or vital signs: If the person isn't breathing, begin CPR with compression - Administer high-quality CPR. Push down at least two inches in the center of the chest at a rate of 100 to 120 pushes per minute. Allow the chest to come back up. It is normal position after each push. - Use an AED. As soon as it arrives, turn it on and follow the prompts. - Continue CPR. Administer it until the person starts to breathe or moves, or until someone with more advanced training, such as an EMS team member, takes over.



New in 2026

- Backpacks added to classrooms and offices across the district
- Stop the Bleed Kits
- Updated Terminology



	RUN HIDE DEFEND Armed person/active shooter INSIDE or OUTSIDE the school building.
	LOCKDOWN Incident occurring INSIDE the building requiring everyone to lockdown in a safe place.
	HOLD A situation INSIDE the building requiring immediate action for all to stay put. This is non-life threatening.
	SECURE There is a situation OUTSIDE the building requiring all persons to remain inside the building.
	EVACUATION There is an unsafe situation INSIDE requiring all to exit the building (fire, chemical spill, gas leak, etc.)
	SHELTER Severe weather that has the potential to cause structural damage.



SAFETY BACKPACK SUPPLY LIST

- PEN (2)
- SHARPIE (1)
- WHISTLE (1)
- DUCT TAPE (1)
- BAND AIDS (10)
- FLASHLIGHT (1)
- TOILET PAPER (1)
- HAND SANITIZER (1)
- PAD OF PAPER (1)
- GLOVES (4)
- KLEENEX (1)
- TARP (1)
- LIGHT STICKS (3)
- STOP THE BLEED (1)
- SAFETY VEST



Lake Bluff D65 School Safety Website

- Lots of information available to parents
- For security reasons not everything can be shared



Excellence in Education, Enthusiasm for Life, Every Student, Every Day

PARENTS & COMMUNITY // SCHOOL SAFETY

School Safety and Crisis Preparedness

Recent acts of school violence have heightened the awareness of the need for safe schools. In Lake Bluff, we utilize a variety of practices and measures to ensure student safety. [Download our District 65 Safety Guide](#) or review some of the key information from the guide below:

- D65 Common Safety Terminology
- Secured Entrances
- Safety Planning with Lake Bluff Police Department
- Safety Drills
- Beyond Facilities
- Safety is a Community Effort
- What Parents Need to Know in a School Emergency

SAFE2HELP



Excellence in Education, Enthusiasm for Life, Every Student, Every Day

MENU SCHOOLS TRANSLATE

SAFE2HELP

Safe2Help Illinois also has 24/7 help available via a

- hotline (844-4-SAFEIL), a text line (72332), and
- email (HELP@Safe2HelpIL.com) --
- plus a [website](#) full of resources for young people seeking help for themselves or a friend.
- Safe2Help Illinois provides a confidential way for students to share safety concerns.
- Its [Ways To Get Help](#) page is a directory of specialized hotlines, and other sections of its website provide practical steps for dealing with depression or [helping a distraught friend](#).
- The checklist called [20 Questions To Ask Yourself If You Feel Like Giving Up](#) can help a teenager overcome a bout of anxiety or depression.

Ways to get help:

- Contact Safe2Help Illinois: Dial 844-4-SAFEIL, Text SAFE2 (72332), email HELP@Safe2HelpIL.com

To Report Bullying

Lake Bluff District 65 is dedicated to the social-emotional development and safety of all children. We believe a student's right to feel safe in school is paramount and contributes significantly to his or her capacity for learning. All Lake Bluff schools have a protocol for reporting harassment and bullying and we are guided by Board of Education policies.

Safe2Help Illinois also has 24/7 help available via a hotline (844-4-SAFEIL), a text line (72332), and email (HELP@Safe2HelpIL.com) -- plus a [website](#) full of resources for young people seeking help for themselves or a friend. Safe2Help Illinois provides a confidential way for students to share safety concerns.



RUN HIDE DEFEND

Armed person/active shooter
INSIDE or OUTSIDE the school building.

Staff Training

- Training with Lake Bluff Police Department
- October 2026
- Option Based Training
 - Staff Only
 - 3 Scenarios
 - One active shooter scenario



SAFETY WEEK | 2026

Sept. 28 - Oct. 2



9/28

Welcome Video
(See Something, Say Something)

Safe2Help

9/29

Fire Evacuation Video

Evacuation

Fire Evacuation Drill

9/30

Run - Hide - Defend Video

Lockdown Drill

10/1

Weather Emergency Video

Weather Emergencies

Tornado Drill

10/2

Bicycle, Pedestrian, Train Safety Video

Bus Evacuation
(May occur on a different day)

Lake Bluff School District 65

Additional Information

- Continuous efforts with our 1st responders (police and fire)
- LCSMART
 - Training held on 10/9 with police and fire chiefs across Lake County
 - Conducted two tabletop exercises simultaneously and debriefed as a group
 - Great learning experience and training session



Parent Safety Committee

- Meetings are scheduled for the year to meet quarterly
- Provide input and feedback in regard to safety and security
- Future Dates:
 - September 24, 2026
 - November 12, 2026
 - February 18, 2027
 - April 22, 2027





Thank You