

MARYLAND CENTER for SCHOOL SAFETY

Weekly Tabletop Exercises

Date:

Facilitator:

Participants:

Which part of your Emergency Plan are you reviewing:

Scenario: The police department has just called the school to inform the principal that a hostage situation is taking place two streets away from the school. Please go through all of the steps that need to take place to handle this emergency.

| BEFORE | DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT |
|---|---|
| What are the initial actions? | |
| Who is involved? | |
| Who is affected? | |
| Who is responsible for responding to the situation? | |

| DURING | DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT |
|---|---|
| What additional problems does this cause? | |



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| DURING | DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT |
|--|---|
| Is the situation escalating or de-escalating? | |
| What information do you need? | |
| Who else needs to know? How will you deliver this information? | |

| AFTER-ACTION | DISCUSS IMPORTANT DETAILS ABOUT THE INCIDENT |
|--------------------------------------|--|
| What was the plan? | |
| What were the strengths? Weaknesses? | |
| What was learned? | |
| How do you improve? | |

RESOURCES



Visit SchoolSafety.maryland.gov, go to "Resources", then "Training"



CONTACT INFO



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