

# Homeland Security Advisory System

FOR  
SCHOOL  
NURSES

## RISK LEVEL

## RECOMMENDED ACTIONS FOR SCHOOL NURSES

### SEVERE (Red)

- *Complete recommended actions at lower levels*
- Listen to radio/TV for information & follow local &/or federal government instructions
- Report any suspicious activity to proper school authorities or first responders
- Provide or assist in providing mental health services for staff & students
- Organize staff with emergency skills
- Activate your personal & family emergency plan

### HIGH (Orange)

- *Complete recommended actions at lower levels*
- Inform staff & parents of children on medication to bring a 3 day supply if possible
- Review START/JumpSTART triage algorithm
- Review and assess for adult's and children's reactions to stress
- Prepare to answer questions from parents regarding your school's preparedness efforts
- Be on alert as a member of the school's crisis/emergency team
- Report unusual health events in and around your school to the health department
- Monitor the Pennsylvania Department of Health Health Alert Network

### ELEVATED (Yellow)

- *Complete recommended actions at lower levels*
- Update student & staff health information
- Update list of who can & who can't take individual students home
- Conduct a hazard analysis of your school (any threat that could cause disruption or damage to the school community, i.e. boilers, unlocked doors)
- Inventory & restock emergency medical & personal sanitation supplies
- Review response procedures (evacuation, reverse evacuation, shelter-in-place, modified shelter-in-place, lock down, hit the deck, and duck, cover, & hold )

### GUARDED (Blue)

- *Complete recommended actions at lower level*
- Determine your area's local resources and update contact lists for them (i.e. ambulances, hospitals, medical supplies, FBI office, etc.)
- Initiate and maintain relationships with your local first responders (police, fire, EMS, EMA, & health department)
- Participate in school emergency drills making sure the drills are appropriate for children & those with special needs
- Provide CPR & first aid training for staff
- Develop and review a personal & family emergency plan (see Emergency Preparedness at School and Home on the Pennsylvania Department of Health Learning Management System at [www.health.state.pa.us/lms](http://www.health.state.pa.us/lms))

### LOW (Green)

- Serve on your school's crisis/emergency planning committee & team
- Know your role in an emergency and the roles of your school's crisis team members
- Take disaster preparedness trainings offered by the University of Pittsburgh Center for Public Health Preparedness
- Learn the latest on weapons of mass destruction & emerging diseases from [www.bt.cdc.gov](http://www.bt.cdc.gov)
- Assess what types of disasters (both natural and those caused by humans) would be most likely to affect your school
- Determine and monitor your school's status as a shelter, evacuation, or treatment site
- Assess which staff have emergency skills & would be willing to volunteer to assist you in the event of an emergency
- Review and update the health section of your school's all-hazards plan
- Designate a school nurse in your district to receive and disseminate information from the Pennsylvania Department of Health Health Alert Network

Adapted from U.S. Department of Education, Office of Safe and Drug-Free Schools, *Practical Information on Crisis Planning: A Guide for Schools and Communities*, Washington, D.C., 2003 and National Association of School Nurses, *Disaster Preparedness for School Nurses Course*, Castle Rock, CO, 2005.

This material was developed by the University of Pittsburgh Center for Public Health Preparedness (UPCPHP), which is supported through cooperative agreement number U90/CCU324238 from the Centers for Disease Control and Prevention. UPCPHP is based in the Center for Public Health Practice at the Graduate School of Public Health.

This information is provided as a reference guide for responding to emergencies in schools. It is not intended to replace professional training and/or school policies and procedures.



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