



MOUNT PLEASANT  
BAPTIST CHURCH  

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God's World. Our Mission Field

## **Mount Pleasant Christian Academy**

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Phone: 703-793-1196 Fax: 703-793-1197

To: MPBCCA Parents  
MPBCCA Staff

From: Margaret Aghayere  
Academy Director

Date: October 1, 2007

Subject: Emergency Dismissal Procedures

Due to events happening in our world today, this memo comes to inform you of the Academy's emergency plan. While we trust the Lord to protect us, we do want to be prepared to respond appropriately in case of an emergency. In the unlikely case of a "shelter in place" scenario, students as well as any parents visiting or volunteering would be locked in the building until notice from the proper authorities. It will be imperative that you make alternative plans for other family members and/or children not enrolled at Mount Pleasant Baptist Church Christian Academy as no one will be able to leave the building or enter the building once a "shelter in place"

is put into effect. The public would be notified by local television and radio stations as well as via the Fairfax County Public Schools website if a "shelter in place" scenario is put into effect. After the situation has been assessed and public safety and FCPS officials give the all clear, it will be necessary to dismiss children in a calm and orderly fashion.

We have designated a safe room in which all children would be sent to in the event of a biological/chemical attack. This is the large multipurpose room (lunch room). Any adjacent doors and windows will be properly sealed. In an emergency, the heating and cooling system would be shut off. There are bathrooms complete with showers adjacent to this room.

Although it is impossible to determine what problems this type of attack would create, this room would be the safest room for the children.

In the event of an area wide emergency, it is probable that parents will immediately come to the Academy to take their children. Please note that once a dismissal is announced students must be picked up promptly. Please make sure the contact information (business, cell phone, and three emergency contacts) on your child's student's record is accurate. It may be necessary for us to communicate with you directly and this is an important piece in maintaining student safety and security.

We will not release a child to anyone we do not know. It is impossible for us to know every aunt, uncle and family friend. Please take a moment to update your "emergency contact" information by adding new information or deleting old information if necessary.

As far as security, please remember that our doors are locked except for brief periods at drop-off and pick-up. There are cameras located in each classroom and through out the Church inside and outside. There are six offices with television monitors with a view of access points.

In the event of a breach of the building by unknown intruders, the teachers would be instructed to instigate lockdown procedures in which all classrooms would be locked. If danger is confined, we may call for an orderly evacuation away from the danger that may occur. Law enforcement authorities would be summoned and they would take control of the situation after their arrival.

In the event of an emergency there is no possible way for us to handle calls from everyone at the same time. If a phone call is not necessary, please refrain from tying up the phone lines which must be kept open for emergency personnel.

In the event that we have to evacuate this building, arrangements have been made to take students to the senior house for shelter. Calls will be made to parents alerting them to the move and possible pick-up if necessary.

This letter is not meant to alarm our Academy family, but to inform you that we will make every effort to protect your children while in our care. Thank

for your help and cooperation. If you have any questions or suggestions, please feel free to contact me.