

To the parents

**A version for preservation**

Kameyama Nishi Elementary School

### Information about handing over the Students in Case of Emergency

Please understand the following written below, and take a reasonable step for each situation

	The Situation		Students	Parents
<b>Earthquake</b> *There is no information from school	<b>Earthquake “Tokai”</b>  Information of caution or declaration of alert	On the way to or from school	Go home quickly as the rule or wait at school after arriving.	Confirm your child’s safety. Come to pick up your child.
		At school	① Flee to the ground. ② Line up according to the class ③ Wait for their parents ※In case children stay for a long time, they move to the workspace in 1 <sup>st</sup> floor.	Come to pick up your child.
	<b>Occurrence of an earthquake</b>  (Intensity more than 5+ degree)	On the way to or from school	① Flee to safety place in the school zone ② Go home quickly as a rule or wait at school after arriving.	Confirm your child’s safety. Take your child back home.
		At school	① Flee to the ground. ② Line up according to the class ③ Wait for your parents ※In case children stay for a long time, they move to the workspace in 1 <sup>st</sup> floor.	Come and pick up your child.
<b>Suspicious persons</b>	<b>Around the school</b>		① Wait for instructions ② Gather at the gym ③ Line up according to the class ④ Wait for your parents	Come to take your child back home * Please obey the instructions given from either the “Chiku-iin”(member of your district committee or an e-mail from school.
	<b>Invasion into our school or into school buildings</b>		① Flee to a safe place under instructions ② After confirming safety (after the resolution of the situation), gather on the school ground or at the gym. ③ Line up according to the class ④ Wait for your parents	Come to pick up your child. * Please obey the instructions given from either the “Chiku-iin”(member of your district committee or an e-mail from school.

- In case that the e-mail notification system doesn’t work well for the sake of a blackout, the “Chiku-iin” (a member of your district committee) will call you.
- If you aren’t resistered to our system on receiving our e-mail, the “Chiku-iin” (a member of your district committee) will call you.
- On occasion for the case of a suspicious person coming to school, we will change the gathering place, depending on the situation.
- Now if we just can’t get in touch with you, we will keep your child at school. Please be sure to let us know your phone number. Please also be sure to let us know when ever you change your number.
- In addition to above case, we make necessary decision to hand over the students as weather related warning issue.