

TWINFIELD CRISIS RESPONSE TEAM
Emergency Evacuation 2018/2019

The following people will be acting in the assigned capacities during any emergency evacuation.

NAME

TASK/LOCATION

SWEEPERS

Lee Collier, Leatrice Potter	Sweep cafeteria/kitchen area/stage
Heath, Jerome, Mike	Sweep Grade PK-4 area of wing
Alice Day	Sweep Grade 5-6 area of wing, Music
Heath, Jerome, Mike	Sweep gym and locker rooms
Heath, Jerome, Mike	Sweep back hall

RUNNERS/ATTENDANCE

Joe Clements	Runner for PK-6 ~ <i>get attendance slips to Dede Dufrense</i>
Liz Dickinson, Maria Forman	Runner & Sweeper ~ Sweep library & classrooms off library. <i>HS~ Get slips to Dede Dufrense</i>
Denise Boucher, Dede Dufrense, Mary Anne Allen, Amy Flannery	Receive pink slips from runners, match with attendance lists-communicate with administration
Maria Forman	Stands with secretaries and Denise/Amy and helps out with sorting of attendance
Cathy DuPont, Paul Bialowoz	Runner for bell area and middle school

OTHER

Trevor Tait (Keith Gibson Backup)

Stop traffic at bell

Heath Farnsworth (Custodial Backup)

At large-inside building-track time
for evacuation

Mark Mooney (Heath Farnsworth)
Bob Gulardo

Evacuation site general monitor
attendance monitor back-up

8/20/2018