



Master Scenario Events Lists – School EOP TTX

No.	Inject	Preferred Outcome	Learning Points	Maximum (minutes) for each message	Delivered TO	Delivered BY
1.	<p>On November 15 at 9:00am, a staff person hears a small explosion in the cafeteria and sees smoke coming from the room. The temperature outside is 32 degrees and there is snow on the ground</p> <ul style="list-style-type: none"> • What happens now? What actions are taken? • Who is contacted? 	<ul style="list-style-type: none"> • Call 911 • Follow/initiate Emergency Operations Plan 	<ul style="list-style-type: none"> • First responders should be called immediately • ALL staff (including cafeteria and cleaning staff) need to be trained on the Emergency Operations Plan 	10 Minutes		
2.	<p>School confirms the fire has engulfed the kitchen. The sprinkler system automatically comes on and creates a short in the electrical system. All power to the facility is now off.</p> <ul style="list-style-type: none"> • What actions are taken? • Draw internal command structure. 	<ul style="list-style-type: none"> • EOP addresses command activation • Staff are trained in pre-identified roles 	<ul style="list-style-type: none"> • Need to consider student needs • Predetermined command structure should be established with positions identified 	25 Minutes		
3.	<p>First responders arrive on-scene. The fire is contained and extinguished. Power in the facility, however, is still out.</p> <ul style="list-style-type: none"> • What steps are taken? • How are resources acquired? • Once responders arrive on-scene, how does the internal incident command structure integrate with the first responder incident command? 	<ul style="list-style-type: none"> • EOP should address command activation 	<ul style="list-style-type: none"> • Need to consider resource needs • Generators or pre-wiring for generators are very important • Consider the possibility of relocation within the building necessary before 	25 Minutes		



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			incident			
4.	<p>Power will not be available for several hours. Forecast indicates snow and freezing temperatures.</p> <ul style="list-style-type: none"> • What actions are necessary at this point? • What steps are taken to begin the evacuation of the school? • What resources are needed to accomplish this task? • Is there a student tracking plan in place? • Are contracts in place for transportation and sheltering of students? 	<ul style="list-style-type: none"> • Enough supplies (blankets, etc) should be on-site and available. • Food should be ordered using existing contracts • Resources/contracts are in place prior to incident • Pre-identified relocation sites • Student information plan for tracking in place 	<ul style="list-style-type: none"> • Contracts should be in place prior to an incident • Relocation sites should be pre-determined • Possibility of relocating within the building is necessary inclusion in the EOP 	45 Minutes		
5.	<p>Media arrives on-scene</p> <ul style="list-style-type: none"> • How do you communicate? • Who talks to the media? 	<ul style="list-style-type: none"> • Public information plan is in place and trained on 	<ul style="list-style-type: none"> • Information should also be stored off-site or transportable. 	20 Minutes		
6.	<p>Families begin calling with questions about the incident.</p> <ul style="list-style-type: none"> • How will you notify and communicate with family/guardians? 	<ul style="list-style-type: none"> • Notification plan in place and trained on 	<ul style="list-style-type: none"> • Contact information must be current and accessible 	25 Minutes		