|  |  |
| --- | --- |
| HRPS Flash 40kb | **Halton Regional Police Service**  **Critical Infrastructure Police Emergency Response (CIPER)**  **Data Sheet – School** |

**Section 1 | Basic Location Information**

|  |  |
| --- | --- |
| **School Name** |  |
| **School Board** |  |

**Location**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Street Number** | **Street Name** | | **Street Direction** | | **Unit #** |
|  |  | |  | |  |
| **City/Town** | | **Municipality** | | **Postal Code** | |
|  | |  | |  | |
| **General Phone Number** | | **General Email Address** | | | |
|  | |  | | | |

**Section 2 | Emergency Contacts**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1. Position/Title: Principal** | | | | | |
| **Last Name** | | **First Name** | | **Email Address** | |
|  | |  | |  | |
| Phone 1 |  | Cell | Business | | Residence |
| Phone 2 |  | Cell | Business | | Residence |
| Phone 3 |  | Cell | Business | | Residence |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2. Position/Title: Vice Principal** | | | | | |
| **Last Name** | | **First Name** | | **Email Address** | |
|  | |  | |  | |
| Phone 1 |  | Cell | Business | | Residence |
| Phone 2 |  | Cell | Business | | Residence |
| Phone 3 |  | Cell | Business | | Residence |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **3. Position/Title:** | | | | | |
| **Last Name** | | **First Name** | | **Email Address** | |
|  | |  | |  | |
| Phone 1 |  | Cell | Business | | Residence |
| Phone 2 |  | Cell | Business | | Residence |
| Phone 3 |  | Cell | Business | | Residence |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **4. Position/Title:** | | | | | |
| **Last Name** | | **First Name** | | **Email Address** | |
|  | |  | |  | |
| Phone 1 |  | Cell | Business | | Residence |
| Phone 2 |  | Cell | Business | | Residence |
| Phone 3 |  | Cell | Business | | Residence |

**Section 3 | Emergency Access Information**

|  |  |
| --- | --- |
| Is there a lockbox containing access key(s) for first responder access on premises |  |
| If yes, where is the lockbox located? |  |
| What is kept in the lockbox? Master key, other keys, fire plan etc. |  |
| How is the lockbox accessed? |  |
| If access is by key, provide name of person who has a copy of the key and/or location of where key is stored. |  |
| If access is by code/combination, provide the code/combination |  |

**Section 4 | Location Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Grades** | **School hours** | | **Number of students | approx** | | **Number of staff | approx** |
|  |  | |  | |  |
| **Number of portables** | **Number of elevators** | | **Public address system** | | **On site child care facility** |
|  |  | |  | |  |
| **Number of floors above ground** | | **Number of floors below ground** | | **Underground or covered parking** | |
|  | |  | |  | |

**Lock Down Procedures**

|  |  |  |  |
| --- | --- | --- | --- |
| Physical copy available? |  | Location of copy |  |

**Floor Plans**

|  |  |  |  |
| --- | --- | --- | --- |
| Physical copy available? |  | Location of copy |  |

**Site Plan**

|  |  |  |  |
| --- | --- | --- | --- |
| Physical copy available? |  | Location of copy |  |

|  |
| --- |
| **List designated evacuation points** |

**CCTV**

|  |  |
| --- | --- |
| CCTV cameras on site |  |
| Remote CCTV camera monitoring available |  |

**Security**

|  |  |
| --- | --- |
| Security staff on site |  |
| Security company name | if applicable |  |
| Security office location |  |
| Security office contact telephone number |  |
| Security staff working hours |  |

**Alarm**

|  |  |
| --- | --- |
| Remote alarm monitoring |  |
| Alarm company name | if applicable |  |
| Alarm company contact telephone number |  |

**Hazardous Materials**

|  |  |
| --- | --- |
| Hazardous materials on site |  |
| Emergency HAZMAT contractor | if applicable |  |
| HAZMAT contractor name |  |
| HAZMAT contractor telephone number |  |

|  |
| --- |
| **List the hazardous materials kept on site** |

|  |
| --- |
| **Provide any additional important details regarding the location** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Submitted by** | **Email address** | **Telephone number** | **Date submitted** |
|  |  |  |  |