



City of Brockton

BROCKTON PUBLIC SCHOOLS

Kathleen A. Smith, JD ♦ Superintendent of Schools

Dr. Clifford N. Murray, Principal
Brockton High School

Phone (508) 580-7633 Fax (508) 580-7600

cliffordmurray@bpsma.org

Lock – Down Procedures

Quick Reference Guide

Terminology transmitted by PA announcement & Radio.

- **“LOCK-DOWN” for weapon related violence & EDPs.**
 - Listen
 - Quick peek,
 - Pull kids from hall.
 - Lock the door,
 - Once in lock-down mode you are committed.
 - Barring a think on your feet moment – do not open the door.
 - Turn off lights, monitors & projectors.
 - Go to the “Safe Spot,”
 - Update attendance.
 - Wait for unlock procedure. **Will not be done over PA system**
- **“STAY IN PLACE” stops movement.**
 - Listen,
 - Quick peek,
 - Pull in kids from hall.
 - Lock the door.
 - Update attendance.
 - You may admit people coming to the door.
 - Keep teaching.
 - Follow PA instructions.

LOCK-DOWN / STAY IN PLACE

- Not an escalation of response
- Different responses for different circumstances.

Brockton High School ♦ 470 Forest Avenue ♦ Brockton, Massachusetts 02301
www.brocktonpublicschools.com