

Hari Om,

In the wake of recent tragedies at schools and cultural centers in various parts of the country, we here at CMSJ- San Ramon Bala Vihar, California High School have put together an Emergency Exit Plan, which, we hope we never have to use. However, it is always better to be prepared than not. Please be aware of this plan as it will help us in being organized in case of emergency. (Plan Attached)

If in case of real emergency- there will be an email going out to CMSJ San Ramon Yahoo Group – with the subject line reading –“**Emergency at Cal High School**”. As we will be in real emergency- there will not be anything in the body of the email. So **please do not ignore that email and kindly take it seriously.** (As most of the times- emails to this group go unread)

We will have an emergency drill sometimes this year. In case of the drill, of course, we will not notify you.

When evacuated,

- **Students will assemble in the parking lot according to their grades.**
- **Parents will assemble at their point of assembly - under the Solar Sheds in the parking lot, near the transformer. (The path way for parent evacuation is shown by arrows and goes through the Quad. This is specifically designed different than the students' path just so that parents do not crowd the exits being used by students.)**
- **In case of Fire Evacuation – Students/ teachers/ parents will evacuate according to the plan.**
- **In case of Earthquake – Students know to “Duck and Cover” as they do it in their schools. And after everything has quiet down students will evacuate to the parking lot.**
- **In case of Intruder- “Shelter in Place” will take place until “All Clear” signal is given by the volunteers to evacuate to the parking lot.**
- **In case of - Chemical Spill / Odor – Evacuate to the parking lot.**

Steps that we will follow for evacuation: (Parent's co-operation is very essential to make this effective)

- **Teachers will lead the children to the parking lot.**
- **Parents will use their route to go to the big parking lot under the solar panels.**
- **Teachers and Volunteers will take the student count.**
- **Teachers and Volunteers will bring the children to the big parking lot to dismiss your children.**
- **Once you have your child, please leave the parking lot as soon as possible, allowing emergency personnel to do their jobs.**

Very Important - PLEASE DO NOT try to get your own child and leave the campus or go to the classroom to get your child. We need to stress this again- It is very important that we all follow the evacuation plan directions, allowing for safe evacuation of students, teachers and volunteers.

We are looking for more volunteers who we can rely on during emergencies. We have some volunteers already but a backup is needed. If you can volunteer, please email Shekhar Battu @ shekharrbattu@yahoo.com as soon as possible with your contact information.

At this time, it is important to have your email addresses updated / added to the CMSJ- San Ramon Yahoo Group. Send me an email at sbattu@sbcglobal.net and I will update it.

If you know of any parents/ adults who do not have children going to Bala Vihar but attend Br. Prabodhji's discourses – please let them know to update / subscribe to the Yahoo group to stay informed.

Thank you for your cooperation in making all this work smoothly and keep our children safe.

Thank you
Vinita Battu