PARISH CRISIS PLAN (SAMPLE)

Coordinate with Pastor, Parish Staff and School to develop a Crisis Plan for each individual parish. These are only examples; however a more detailed parish plan may be necessary for all buildings, school and church. Make sure all staff and volunteers are aware of these procedures.

Emergency Numbers/Contact Persons

<table>
<thead>
<tr>
<th>Entity</th>
<th>Contact Information</th>
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</thead>
<tbody>
<tr>
<td>911</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td></td>
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<tr>
<td>Police</td>
<td></td>
</tr>
<tr>
<td>Hospital</td>
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<tr>
<td>Ambulance</td>
<td></td>
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<tr>
<td>Child Protective Service</td>
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</tbody>
</table>

Basic Crisis Response Plan

- Assess situation at hand
- Call emergency assistance (911; Fire, Ambulance, Police) if necessary
- Activate appropriate Emergency Code to staff, if necessary
- Contact parents of involved party, if appropriate
- Remain calm
- Ensure safety of all present
- Call additional staff if needed
- Initiate appropriate procedures
- Contact professional assistance (counselors, etc) if situation requires
- Assure all involved and parents of situation and state ONLY facts
- Follow up is key
- Pastor is notified and given the facts

Assault of Staff/Volunteers

- Call Police
- Notify Pastor or parish staff
- Remain calm; comfort and support the victim
- Provide medical attention if necessary
- Notify parents or designated family member

Assault of Youth

- Call Police
- Notify Pastor or parish staff
- Notify parents or designated family member
- Remain calm; comfort and support the victim
- Provide minimal medical attention if needed
- Document bruises/injuries
- Ensure staff member remains with the victim until police arrive
- Accompany the victim and police/parents or family member to hospital if needed.