

FACILITY EVENT SAFETY INFORMATION SHEET

EMERGENCY NUMBERS: CUSTODIAL CONTACT INFORMATION ON NEXT PAGE

Contact the custodian for your location. If you can't reach them, contact the District Custodial Supervisor or Facility Director.

To dial an outside line from the phone in your room, you will have to hit 9 first then the number.

POLICE, FIRE & AMBULANCE – Dial 911 or Dial 9, 911

An EMERGENCY PLAN is Located in the Room:

- THE SOUTH BURLINGTON SCHOOL DISTRICT IN COORDINATION WITH THE CITY OF SOUTH BURLINGTON HAS DEVELOPED AN EMERGENCY PLAN.
- THE EMERGENCY PLAN IS DESIGNED TO PROVIDE A FAST, CONSISTENT REFERENCE FOR HANDLING EMERGENCIES, AS WELL AS DEFINE THE COMMUNICATION STEPS AND PROCEDURES NECESSARY TO HANDLE A WIDE RANGE OF EMERGENCY AND DISASTER SITUATIONS.

CRISIS COMMANDS are posted in the room with the Emergency Plan. Be familiar with these in case there is a need to follow a command (i.e. Secure the School.).

A **CRISIS BUCKET** is located in your classroom. Included in this bucket are trash bags, toilet paper, and hand sanitizer. The crisis bucket can also be used if you have to evacuate the building unexpectedly and the weather is bad and no time to grab jackets. The bags in the bucket can be used as a jacket if you make a hole in the bottom of the bag to go over someone's head.

REQUIRED FACILITY USE GUIDELINES FOR COVID-19/Delta Variant:

The [CDC](https://www.cdc.gov) recommends universal indoor masking for all teachers, staff, students, and visitors to K-12 schools, regardless of vaccination status. Masking is required for all indoor events.

CUSTODIAL CONTACT INFORMATION IN ORDER BY LOCATION

South Burlington High School

Day/Night Number: 724-2354

Penpa Sherab, Head Custodian 922-0063

Lawrence Francis, Custodial Supervisor 316-0534

Bart Miceli, Facility Director 338-8698

F.H. Tuttle Middle School

Day/Night Number: 734-2224

Alexis Seraus, Head Custodian 578-1389

Lawrence Francis, Custodial Supervisor 316-0534

Bart Miceli, Facility Director 338-8698

Rick Marcotte Central School

Day/Night Number: 881-8138

Paul Kolbenson, Head Custodian 922-3027

Lawrence Francis, Custodial Supervisor 316-0534

Bart Miceli, Facility Director 338-8698

Gertrude E. Chamberlin School

Day/Night Number: 881-8391

Diane Lampman, Head Custodian 922-8996

Lawrence Francis, Custodial Supervisor 316-0534

Bart Miceli, Facility Director 338-8698

Orchard School

Day/Night Number: 881-8640

Lobsang Norbu, Head Custodian 922-6343

Lawrence Francis, Custodial Supervisor 316-0534

Bart Miceli, Facility Director 338-8698