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## **Emergency Response Procedures**

It is important that in an emergency situation (e.g., hard lockdown, soft lockdown, fire drill, evacuation, etc.), the student teacher is informed and trained in the site's emergency procedures. Prior to starting at their assigned site, student teachers must meet with the site principal to read a copy of the site/district's emergency procedures, review those procedures, and know where the emergency procedures are kept. The student teacher and principal sign the "Cooperating Site Emergency Response Procedure" form and submit it to the Office of Field Experiences. Please note, if a family member, member of the press, or other concerned individual contacts the U of A for information regarding the emergency situation and/or status, they will be referred to the school site and district office for more information.



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## The University of Arizona Teacher Preparation Programs: Cooperating Site Emergency Response Procedure – Teacher Candidates

I \_\_\_\_\_ hereby confirm receipt of the  District  School Site  
Name of Teacher Candidate Check one or both as they apply

Emergency Response Procedures as outlined for the administration, faculty, staff, and students

on the campus of \_\_\_\_\_. By signing below, I confirm that I  
Name of Cooperating Site

have read and understand the Emergency Response Procedures, know the locations they are kept,

and will follow the policies and procedures should an emergency scenario arise.

\_\_\_\_\_  
Teacher Candidate Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal/Supervising Practitioner Signature

\_\_\_\_\_  
Date



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## The University of Arizona Teacher Preparation Programs: Cooperating Site Emergency Response Procedure – Student Observers

I/we hereby confirm receipt of  District  School Site Emergency Response Procedures as  
Check one or both as they apply

outlined for the administration, faculty, staff, and students on the campus of \_\_\_\_\_  
Name of Cooperating Site

By signing below, I/we confirm that I/we have read and understand the Emergency Response

Procedures know the locations they are kept, and will follow the policies and procedures should an

emergency scenario arise.

\_\_\_\_\_  
*Principal Signature* *Date*

\_\_\_\_\_  
*Student Observer Signature* *Date*

\_\_\_\_\_  
*Student Observer Signature* *Date*

\_\_\_\_\_  
*Student Observer Signature* *Date*

\_\_\_\_\_  
*Student Observer Signature* *Date*

\_\_\_\_\_  
*Student Observer Signature* *Date*

*Please attach additional signature pages for student observers, as needed.*