

# MARYLAND CENTER for SCHOOL SAFETY

## Weekly Tabletop Exercises

Date:

Facilitator:

Participants:

Which part of your Emergency Plan are you reviewing:

Scenario: After a Thursday night basketball game, while people are filing out of the gym, a student becomes hysterical in the parking lot. As people start to crowd around his car, a staff member is notified that a bomb threat was put on the windshield. The note reads: "Don't start your car...or KABOOM 😊." This student is popular and has been known to make other students' lives somewhat miserable.

BEFORE	DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT
What are the initial actions?	
Who is involved?	
Who is affected?	
Who is responsible for responding to the situation?	



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DURING	DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT
What additional problems does this cause?	
Is the situation escalating or de-escalating?	
What information do you need?	
Who else needs to know? How will you deliver this information?	

AFTER-ACTION	DISCUSS IMPORTANT DETAILS ABOUT THE INCIDENT
What was the plan?	
What were the strengths? Weaknesses?	
What was learned?	
How do you improve?	

RESOURCES



Visit [ShoolSafety.maryland.gov](https://SchoolSafety.maryland.gov), go to "Resources", then "Training"



CONTACT INFO



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