

Westwind Elementary School

Emergency Preparedness Container Information Fact Sheet

The Richmond School District is committed to providing safe learning environments for our students and staff. One of the key mandates of the emergency preparedness work has been sourcing, purchasing, and delivering exterior steel containers. All school sites and non-school facilities now have access to an emergency preparedness container which house essential emergency equipment and supplies for the students and staff of our district.

Process prior to purchase and placement of container:

1. Work with SD38 Maintenance Managers to discuss size and capacity of containers, school site plans, school and City property lines, and development of a criteria checklist for specific site placement of the containers.
2. Met with all school-based administrators on their school sites to determine the container placement based on the established criteria, taking into consideration each schools' site-specific features.
3. Worked with Container West Company regarding delivery instructions, site plan maps, and on-site preparations and placements.

Container placement criteria:

1. Container to be placed in close proximity to mustering area.
2. Container placement not to be placed adjacent to school building or structure. Wherever possible, placement should be 2 x building height distance.
3. Container to be placed completely on level blacktop wherever possible. The swing doors can only operate when the container is level. There needs to be secure footing for the container at its entry point.
4. Container to be placed where it does not take up major play area space.
5. Container to be placed where it has limited effect on supervision sight lines when the students and staff are out in the play areas.
6. Container to be placed in an area with higher visibility to help limit theft/vandalism.
7. Container to be placed on school grounds.
8. Container to be placed where the crane truck delivery vehicle can access the placement area and function without damaging school or city grounds, the school building or other equipment.

Westwind Specifics:

1. The Westwind Container placement matches all the established criteria.
2. The major consideration for final placement is clear, close accessibility given a significant emergency event to allow the staff and students the ability to set up their Incident Command Centre quickly, access to their emergency equipment and supplies and ease of establishing their student reunification area. There is no better placement at this specific school site for the emergency preparedness container.
3. The Westwind Emergency Container was placed October, 2019.
4. This placement has been reviewed by District Maintenance, Westwind School Administration, District Administrator for Emergency Preparedness and the Superintendent's Office by Assistant Superintendent, Lynn Archer.
5. In summary, the Westwind emergency container is located:
 - in an open, clear space, a safe distance from any building structure and in close proximity to the school's emergency assembly point.
 - on a school property black top pathway, which is level and provides sturdy, firm, safe footing.
 - away from main playground spaces, basketball courts, play area squares, hockey square, and softball netting where the majority of students play.
 - to allow open sight lines for supervision of major play areas.
 - to lessen theft and vandalism issues by being located in a high visibility area.
 - in an area which allowed a safe/practical delivery by Container West Company.

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