

Glossary of Acronyms and Terms
to accompany the
K-12 Schools “All-Hazards” Plan

ACP	Access Control Point: A pre-designated location to control pedestrian traffic and access to a specific area or location.
Active Shooter	An individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms and there is no pattern or method to their selection of victims.
AED	Automated External Defibrillator
After Action Review	This document captures observations of an exercise or event, and makes recommendations for post-exercise/event improvements.
ALS	Advanced Life Support/Paramedics
Assumptions	Outlines hazards that the All-Hazards School Safety Plan is meant to address, characteristics about the community that could affect response activities and information used in preparing the plan that is hypothesis rather than fact.
BLS	Basic Life Support (first responders and EMT-basics)
CBRNE	Chemical, Biological, Radiological, Nuclear, Explosive
CDC	Centers for Disease Control and Prevention
CERT	Community Emergency Response Team
CISD/CISM	Critical Incident Stress Debriefing or Defusing/Critical Incident Stress Management - A process generally utilizing a debriefing or defusing; designed to assure the person/people involved with a critical event that their feelings are normal, tells them what symptoms to watch for over the short term and to offer them a lifeline in the form of a telephone number where they can reach someone who they can talk to.
Command Post	The area from which the command function will operate during an emergency.
Concept of Operations	Overall approach to an emergency incident that explains what should happen, when and at whose direction.
COOP	Continuity of Operations (a plan to ensure the continuity of an organization).
CPR	Cardio-Pulmonary Resuscitation
CPTED	Crime Prevention Through Environmental Design
Crisis	Any event that is, or expected to lead to, an unstable or dangerous situation affecting an individual, group, community or whole society.
Disaster	A disaster involves the occurrence or threat of significant casualties and/or widespread property damage that is beyond the capability of the local government to handle with its organic resources.
Drills	Focuses on a single function of the School District/School All-Hazards Safety Plan. It allows the responders to gain field experience and practice a single incident response.

Glossary of Acronyms and Terms
to accompany the
K-12 Schools “All-Hazards” Plan

EAS	Emergency Alert System
EMA	Emergency Management Agency
Emergency	<p>Defined as any incident, human-caused or natural, that requires responsive action to protect lives and property. An emergency is a situation that can be both limited in scope and potential effects or impact a large area with actual or potentially severe effects. Characteristics of an emergency could include:</p> <ul style="list-style-type: none"> A. Involves a limited or large area, limited or large population, or important facilities. B. Evacuation or sheltering-in-place is typically limited to the immediate area of the emergency. C. Warning and public instructions are provided in the immediate area, not community-wide. D. One or more local response agencies or departments in involved. E. May require external assistance from other local response agencies or contractors. F. May require community-wide warning and public instructions. G. The EOC may be activated to provide general guidance and direction, coordinate external support, and provide resource support for the incident.
EOC	Emergency Operations Center
Emergency Planning Zone	<p>A defined area around a nuclear facility for which detailed planning and preparations are made in advance to ensure that appropriate protective measures can be applied in a timely and accurate manner.</p> <p>Plume Exposure Pathway EPZ – when used in nuclear plant planning is a ten mile radius around the facility.</p> <p>Ingestion Plume Exposure EPZ – when used in nuclear plant planning is a fifty mile radius around the facility.</p>
Emergency Public Information	<p>This includes any information that is disseminated to the public via the news media before, during and/or after an emergency or disaster.</p> <p>As used in this plan, this term is intended to describe a range of situations, from a specific isolated emergency to a major disaster.</p>
EPI	Emergency Public Information
EPZ	Emergency Planning Zone
EMS	Emergency Medical Services: Includes both ALS (Advanced Life Support; Paramedics and Pre-Hospital RNs) and BLS (Basic Life Support; Emergency Medical Responders (formerly first responders) and EMT-Bs).
Evacuation Drill	Performance of a mock school bus evacuation in order to teach students proper emergency procedures and to provide practice in the use of emergency exits; also known as bus safety drills.
Evacuation Procedures	All school district/school personnel, students and visitors exit the building.
FD	Fire Department

Glossary of Acronyms and Terms
to accompany the
K-12 Schools “All-Hazards” Plan

FEMA	Federal Emergency Management Agency
Field Trip	The transportation of students to an event or destination that is an extension of classroom activity (i.e., a part of the curriculum). A field trip is one type of activity trip.
Fire Service	Individuals, who on a full-time, volunteer, or part-time basis, provide life safety services including fire suppression, rescue, arson investigation, public education and fire prevention services.
First Aid	Emergency treatment given to an ill or injured person before regular medical help is available.
Full-Scale Exercise	Tests the community’s total response capability. This exercise is as close to reality as possible with role players and field equipment being deployed. A full-scale exercise can involve several hours or up to one or more days in length.
Functional Exercise	Simulates a real emergency under high-stress conditions involving multiple responders. This type of exercise utilizes communications equipment and lasts between three and eight hours.
Hazard	An unavoidable danger or risk, even though often foreseeable
Hazard Analysis or Hazard Vulnerability Analysis	A document published separately from this plan that identifies the local hazards that have caused or possess the potential to adversely affect public health and safety, public or private property, or the environment.
Hazmat	Hazardous Material
Hazardous Material	A substance in a quantity or form posing an unreasonable risk to health, safety, and/or property when manufactured, stored, or transported. The substance, by its nature, containment, and reactivity, has the capability for inflicting harm during an accidental occurrence. It can be toxic, corrosive, flammable, reactive, an irritant, or a strong sensitizer, and poses a threat to health and the environment when improperly managed. Hazmats include toxic substances, certain infectious agents, radiological materials, and other related materials such as oil, used oil, petroleum products, and industrial solid waste substances.
HSEEP	Homeland Security Exercise and Evaluation Program
HVAC	Heating, ventilation and air conditioning
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
Incident Command	The organizations structure that the school will use during an emergency.
Injury Incident, School Bus	Any non-crash event resulting in injury to a person while in the bus or while boarding/leaving the bus.
Knox Box	Known officially as the KNOX-BOX Rapid Entry System is a small, wall-mounted safe that holds building keys for fire departments, Emergency Medical Services, and sometimes police to retrieve in emergency situations.

Glossary of Acronyms and Terms
to accompany the
K-12 Schools “All-Hazards” Plan

Loading Zone	Any area where students are boarding or leaving school bus.
Local Government	A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a not-for-profit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government.
Lock-Down Procedures	All school district/school personnel, students and visitors remain in locked classrooms.
Memorandum of Understanding	These are arrangements between governments or organizations, either public or private, for reciprocal aid and assistance during emergency situations where the resources of a single jurisdiction or organization are insufficient or inappropriate for the tasks that must be performed to control the situation. Also referred to as an “inter-local agreement” or “memorandum of agreement.”
Mitigation	The act of making a condition or consequence less severe; lessening the force or intensity of something unpleasant.
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration - A scientific agency within the United States Department of Commerce focused on the conditions of the oceans and the atmosphere.
Nonstructural	All items that are not part of the structure of the building, including windows, heating, ventilation, air conditioning systems, emergency generators, storage racks, electrical components and piping.
NWS	National Weather Service – Once known as the Weather Bureau, NWS is an agency within the National Oceanic and Atmospheric Administration (NOAA).
OPSEC	Operations Security: The process of denying potential adversaries any information about capabilities and/or intentions by identifying, controlling, and protecting generally unclassified evidence of the planning and execution of sensitive activities.
Parent	As used in this all hazards plan, the term parent shall include a single parent, foster parents, legal guardians and other caregivers with parental rights under existing statutes and regulations.
PA System	A Public Address System that allows the driver of a bus to communicate with persons inside and/or outside the bus through a speaker installed on the inside and/or outside of the bus; also known as external loudspeaker.
PD	Police Department
PEMA	Pennsylvania Emergency Management Agency
PIO	Public Information Officer
Postvention	Support services offered to survivors in the aftermath of a tragedy in order to facilitate recovery and to prevent adverse outcomes as a result of the incident.

Glossary of Acronyms and Terms
to accompany the
K-12 Schools “All-Hazards” Plan

Pre-trip Inspection	A systematic inspection of the bus by the driver before every trip or shift to ensure that the bus is in safe operating condition. The same procedure performed after the trip/shift is the post-trip inspection.
Preparedness	Any proceeding, experience, or the like considered as a mode of preparing for the future; The state of being prepared.
Prevention	The act of preventing; effectual hindrance.
PTSD	Post-Traumatic Stress Disorder: A severe anxiety disorder that can develop after exposure to any event that results in psychological trauma.
Recovery	The regaining of or possibility of regaining something lost or taken away; restoration or return to any former and better state or condition.
Recovery Crisis Counseling	Support services offered to survivors in the aftermath of a tragedy in order to facilitate recovery and to prevent adverse outcomes as a result of the incident. This all-hazards plan will use the term Recovery Crisis Counseling to reflect those support services.
Response	An action, reaction or comeback to a set of circumstances or situation.
Restraint System	A generic term for one or more devices intended to secure and protect a passenger with or without a mobility aid in a vehicle, including lap belts, lap-shoulder belts, child safety seats, safety vests, etc.
Risk	Potential for an unwanted outcome resulting from an incident, event, or occurrence, as determined by its likelihood and the associated consequences.
Reverse Evacuation Procedures	All school district/school personnel, students and visitors go to safe places in the building from outdoor recess, outdoor events or Physical Education classes.
SAME	Specific Area Message Encoding - The protocol used to encode the Emergency Alert System (EAS) and NOAA Weather Radio's SAME Public Warning System in the United States.
School Bus	A bus owned, leased, contracted to or operated by a school or school district and regularly used to transport students to and from school or school-related activities, but not including a charter bus or transit bus. A school bus must meet all applicable FMVSS(federal motor vehicle safety standards) and is readily identified by alternately flashing lamps, National School Bus Yellow paint, and the legend “School Bus,” except as may be provided for the multi-function school activity bus.
School Vehicle	Any vehicle owned, leased, contracted to or operated by a school or school district and regularly used to transport students to and from school or school-related activities. Includes school buses, activity buses, vans and passenger cars, but does not include transit or charter buses.
Service Animal or Service Dog	An animal trained to provide assistance for persons with disabilities. Can be a guide animal, assistive animal or service animal.
Shelter-in-Place Procedures	A process for taking immediate shelter in a location readily accessible to the affected individual by sealing a single area (an example being a room) from outside contaminants and shutting off all HVAC systems. All school district/school personnel, students and visitors remain in sealed classrooms.

Glossary of Acronyms and Terms
to accompany the
K-12 Schools “All-Hazards” Plan

Shuttle	A trip run back and forth over a short route (e.g., between two schools).
SIP	Shelter-in-Place
Situation	Types of information that should be addressed in the plan including high risk hazards, probability of occurrence, areas of the facilities that would most likely be affected, and critical resources.
SOGs	Standard Operating Guidelines - Approved methods for accomplishing a task or set of tasks. SOGs are typically prepared at the department or agency level.
Structural	The components that keep the building standing, such as the roof, foundations and load-bearing walls.
Student	Anyone who is enrolled or attends a school, college or university and formally engaged in learning.
Tabletop Exercise	Simulation activity in which a certain scenario is presented and participants explain what they would do to respond. The scenario for a tabletop exercise can be presented orally, in written text or by audio/video means by an exercise facilitator. Additional information, or injects, can be presented in its entirety at the start of the exercise or as the situation unfolds.
TCP	Traffic Control Point: A pre-designated location to control vehicle and pedestrian traffic.
Threat	An indication or warning of possible danger or trouble.
UC	Unified Command - Designated individuals from response agencies working jointly with the school commander to carry out the response.
Vulnerability	Physical feature or operational attribute that renders an entity open to exploitation or susceptible to a given hazard.