



Communications and Warning Considerations for Your K-12 Emergency Operations Plan

Virtual Training by Request

The Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center, in partnership with the U.S. Department of Education, Office of Safe and Supportive Schools, is pleased to offer the *Communications and Warning Considerations for Your K-12 Emergency Operations Plan* training topic in the Train-the-Educator format. Available through the [Virtual Trainings by Request](#) program, this synchronous training provides information on planning for alerts, communications, and warnings before, during, and after a range of emergency situations and is delivered online through a videoconference platform. The REMS TA Center will provide — free of charge — training materials, as well as one or more live subject matter expert trainers and staff support for the virtually hosted event.



Virtual Training by Request	
Duration	3 hours
Number of Participants	25 minimum 475 maximum

Virtual Training by Request

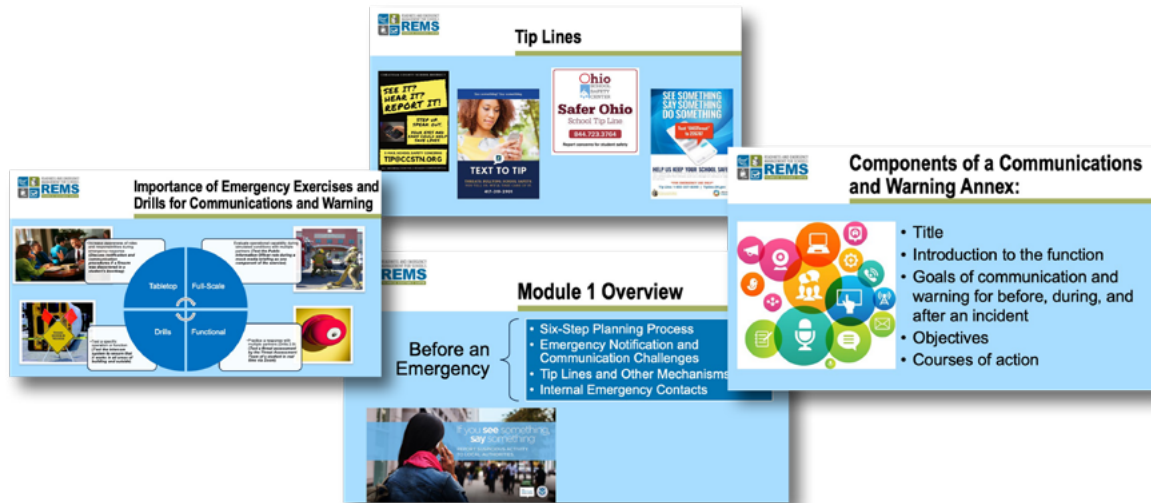
Delivered online through a videoconference platform

Learn key considerations for establishing and carrying out communication protocols before, during, and after emergencies. This learning opportunity will help core planning teams develop a deeper understanding of the Communications and Warning Annex in a school emergency operations plan (EOP). The Communications and Warning Annex is one of the 10 functional annexes recommended in the [Guide for Developing High-Quality School Emergency Operations Plans](#) and [The Role of Districts in Developing High-Quality School Emergency Operations Plans](#). Participants will be equipped to create a customized Communications and Warning Annex that meets the needs of their whole school community and review and update their Communications and Warning Annex on a regular basis to ensure the most successful outcome.



FOR MORE INFORMATION

(855) 781-REMS (7367) info@remstacenter.org [@remstacenter](https://twitter.com/remstacenter) <https://rem.ed.gov>



TRAINING OBJECTIVES

During this course, participants will

- Review communication strategies for before, during, and after an emergency and tips for warning/notification systems;
- Consider how to disseminate information to parents/guardians, individuals with special needs, and the media;
- Understand how to utilize the Incident Command System and public information officers; and

- Know how to develop a Communications and Warning Annex.

WHO SHOULD ATTEND

- School district and school administrators, educators, and staff;
- Members of an EOP planning team;
- Public information officers; and
- Community partners, such as law enforcement and school resource officers.

APPLY



Complete and submit the Training by Request Host Site Application Form to info@remstacenter.org at least 45 days prior to the requested training date. You will receive an email notification acknowledging receipt of the application within 3 days of applying. If you do not receive this, please contact the Help Desk at (855) 781-7367 [REMS] or info@remstacenter.org.

NEXT STEPS

AWAIT CONFIRMATION



The REMS TA Center and the U.S. Department of Education review the application. If it is approved, we will send an email with documents attached, including a Host Site Agreement and Planning Checklist. If the application is not approved, we will send an email with instructions for resubmittal.