



10 Things Parents Need to Know about Family Reunification

Bringing Students & Families Back Together



1 What is Family Reunification?

Family Reunification is the process of reuniting students with their parents or caregivers in the event that a school is closed or unexpectedly evacuated due to a natural or man-made disaster. The district has detailed plans to make this process as safe and efficient as possible.

2 Where Will Family Reunification Take Place?

The district has pre-selected Family Reunification Sites, but these locations are not released in advance. In the event your child is relocated to a Family Reunification Site, you will be notified of the exact location as soon as possible.

3 How Will I Be Notified?

The primary method the district will use to inform parents and caregivers is our mass notification system. It is especially important you keep your contact information and child's emergency release information current.

4 What Should I Expect?

Once you arrive at the Family Reunification Site you should expect traffic and parking to be congested. There may be law enforcement on site to help with traffic and security.

Upon entering, you will be directed to a Request Gate check-in desk where you will enter your name and the name of the child you are there to pick up. Your identity will be verified so please bring official identification (ID).

After check-in, you will be directed to a waiting area. Someone from the district will locate your child in the Student Holding Area and escort them to the Release Area.


You will then be directed to the Release Gate. At the Release Gate, your contact information will be re-verified before the child is released.

5 What Should I Bring?

Please bring an official ID. If your child requires medication, please bring it if possible. This is just a precaution in case the process takes longer than expected.

6 Will Counseling Be Provided?

If the cause of the reunification was at all traumatic for your child, counseling will be provided. If you have any concerns for your child's mental health, please let us know so we can assist.



Every child should be able to experience each school day without fear.

7 Who is in Charge?

The district is in charge of Reunification, but we collaborate with our public safety partners.

8 What If I Cannot Pick Up My Child?

We understand. We will keep your child safe until you, or someone you approve of, can pick up the student.

9 What If My Child Drove to School?

Your child will probably not be allowed to drive home from school. There may also be a delay in accessing their parked vehicle.

10 What Can I Do to Help?

Please know the district and your child's school have plans in place to deal with the emergency that caused the need to enact Reunification.

Follow instructions and please do not go to your child's school. Be sure to keep your child's emergency release information current and remember to bring official ID to help expedite the process.

About Navigate360

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Navigate360 is the premier provider of safety solutions for schools, leading the way to enhanced student wellbeing. With more than 20 years of experience, our multifaceted, layered approach—providing everything from curricula that support positive behavior and self-image to campus physical safety and personnel training—focuses on incident prevention. Currently, more than 14 million students are attending schools using Navigate360 solutions.

Zero incidents is what we strive for—doing anything less is simply not an option.

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Key Definitions

Double Gate System — The Double Gate System is a Family Reunification process that utilizes a Request Gate and a Release Gate to verify that students are released only to authorized adults (requestors).

Family Reunification — Family Reunification is the means to safely and efficiently facilitate the reunion of students & caregivers in the event of an emergency evacuation or school closing.

Family Reunification Site — A Family Reunification Site is a location where the reunion of students and parents or caregivers takes place.

Incident Commander — An Incident Commander is a position held by an administrator or designated person who oversees the reunification process.

Release Gate — A Release Gate is a location where students are released to verified requestors.

Request Gate — A Request Gate is a location where requestors report to ask for custody of their child and present identification so school team members can verify that the requestor is authorized to take custody of the child.

Requestor — A Requestor is a parent, caregiver or other adult authorized on the student's emergency release card to pick up the child.

Student Holding Room — A Student Holding Room is where students are held until they are released.

Waiting Area — A Waiting Area is a location where requestors wait after they have checked-in to request custody transition of their child.

