



May, 2011

To: Parents of Mulholland Corridor Schools

From: Mulholland Educational Corridor Association (MECA)

Re: Emergency Planning

The Mulholland Educational Corridor Association serves to improve the collegial relations between the educational institutions located along Mulholland Drive, promote interaction with local neighborhoods and coordinate relationships with government entities serving our communities. Founded by Berkeley Hall School, Curtis School, Mirman School and Westland School, participation has grown to include American Jewish University, Bel Air Presbyterian Church, Skirball Cultural Center and the Stephen S. Wise Temple and Schools. Member institutions collaborate with local neighborhoods and the larger community for the betterment of all who dwell, attend school, worship and work along the Mulholland Corridor. MECA meets quarterly to address issues of common concern.

One such common concern is the coordination of emergency preparedness with emergency responders for both daily operations and during the 405 Carpool Lane Project. Over the past few months, MECA has worked with multiple agencies responsible for coordinating emergency services during the 405 carpool lane project. We are pleased to share with you the enclosed information as coordinated with those entities. Beyond the scope of the 405 widening project, MECA has worked with the Los Angeles Fire Department to insure the daily safety of all students along the corridor and those efforts are shared below.

Each MECA institution has developed an Emergency Preparedness Plan for the safety of their students. Last October, Fire Department Battalion Chief Gerry R. Malais, reviewed each of our schools' emergency plans this past year and has met with MECA institutions regarding these plans. In November 2010, MECA hosted an informational meeting conducted by the Fire Department regarding emergency response plans for the local communities and schools.

Here is a summary of those plans:

As regulated by California state law, all of our schools have a minimum 72-hour supply of food, water, as well as other emergency equipment and supplies. In addition, each school has an emergency plan for the care of its students. Where these plans intersect with the Fire Department's plans is the point at which parent cooperation is essential.

The important thing for parents to know is that you should not attempt to pick up your child(ren) at school during a major emergency until you are notified to do so. The Fire Department will block access to Mulholland and parents will not be allowed into the affected area until it is safe. Each school will notify parents during such incidents and will let parents know when and where to pick up their children.

In case of a major emergency, a “Uniform Command” is established to include high ranking officials from appropriate emergency responder agencies such as the LA Fire Department, LA Police Department, CHP, and LA Department of Transportation. The uniform command is lead by an incident commander. Each institution takes direction from the incident commander. This system provides a thorough and integrated approach to major incident response.

In the unlikely event of a fire, the Fire Department has advised our schools to “shelter in place” all people on our campuses. “Shelter in place” is a widely used method to protect people for a short period of time. In the case of fire, the Fire Department would direct our schools to bring everyone inside, close all windows and doors, and wait for further instructions. The Fire Department has promised the protection of our schools with fire trucks. At that point our schools will notify parents that we are safe.

After sheltering in place, options could include evacuation to the area’s official “survival zone” in the Bel Air Presbyterian Church parking lot between the Mirman and Westland campuses, which is a major Fire Department-designated Survival Zone and has proximity to water-dropping facilities and the helipad on the hill. In the unlikely event that students need to be evacuated, the Fire Department has promised to provide school buses and transport our students to an off-hill safe area. Only when the Fire Department deems it safe to do so, our schools will release students for pick-up.

We are confident that the Los Angeles Fire Department’s plans are sound and will provide us all with the level of protection that we need. We will continue to maintain close communication with them to allow us to be poised and ready for any contingency.

Thank you for your understanding and cooperation,

The Members of MECA

BEL AIR PRESBYTERIAN
preschool

100 YEARS



BERKELEY HALL
SCHOOL



CURTIS SCHOOL

MILKEN
COMMUNITY
HIGH SCHOOL



MIRMAN SCHOOL



STEPHEN S. WISE
ELEMENTARY SCHOOL



Westland School