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| Done | Task | Remarks |
|  | Brief School Administration |  |
|  | Brief School Board |  |
|  | Brief Local Fire Department |  |
|  | Brief Local Police Department |  |
|  | Brief Local Sheriff’s Office |  |
|  | Brief Local US Army Recruiter |  |
|  | Brief Local US Navy Recruiter |  |
|  | Brief Local USAF Recruiter |  |
|  | Brief Local USMC Recruiter |  |
|  | Brief Local USFS |  |
|  | Brief Local Search and Rescue |  |
|  | Brief Local OES |  |
|  | Obtain Commitment from School Administration |  |
|  | Obtain Commitment from School Board |  |
|  | Obtain Commitment from Fire Department |  |
|  | Obtain Commitment from Local Police Department | Including SWAT |
|  | Obtain Commitment from Local Sheriff’s Office | Including SWAT |
|  | Obtain Commitment from Local US Army Recruiter | Including Color Guard |
|  | Obtain Commitment from Local US Navy Recruiter |  |
|  | Obtain Commitment from Local USAF Recruiter |  |
|  | Obtain Commitment from Local USMC Recruiter | Including Color Guard |
|  | Obtain Commitment from Local USFS |  |
|  | Obtain Commitment from Local Search and Rescue |  |
|  | Obtain Commitment from Local OES |  |
|  | Obtain Commitment from Local Military/Law enforcement Helicopter(s) Airwing | If using multiple agencies ensure you conduct inter-agency coordination! (CRITICAL!) |
|  | Conduct Planning and Safety Brief  -Plan for emergency departure of first responder vehicles  -Plan for First Responders to respond to on site medical and Law Enforcement incidents on site |  |
|  | Conduct Site Inspection with All Participating Agencies |  |
|  | Coordinate with School Band |  |
|  | Coordinate with Football Coach |  |
|  | Coordinate with Cheerleader Coach |  |
|  | Coordinate with Football Announcer |  |
|  | Event Night  -Have outside agencies arrive two hours prior to opening time.  - |  |
|  | Prepare Opening Remarks | Include recognizing VIPs, Military, Veterans, First Responders, Gold Star/Blue Star Families, Individuals who were instrumental in helping w/Heroes Night. |
|  | Program Format  -Opening Remarks  -Band Takes to the Field  -Cheerleaders take to the Field  -Football Teams Take to the Field  -Parents who are Veterans or First Responders of any student on the Field are sked to join their child.  -Color Guard marches on the National Flag as the National Anthem is played (Everyone stands!)  -Parents clear the field.  -Helicopter requested via communications by fire department arrives  -Helicopter lowers individual by rappel/fast rope/hoist to deliver game football  -Thief tries to steal the game ball but local police K-9 stops the thief and delivers the game ball to the referee  -VIP and team captains do coin toss  -When teams are set helicopter two or same one comes back and circles the field blaring siren and lights. It will signal its departure with two air horn blasts at which time the ball is kicked! |  |
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