**SCHOOL NAME**

**CALLING TREE 20xx-20xx**

In times of emergency, it may become necessary for each of us to be contacted concerning relevant information. The following calling tree has been drawn up to facilitate that need. Please call the person just below your name after you have been contacted. If you are unable to reach that person, please call the next one in line. Be sure to tell the first person you get in touch with of any persons you or others above you have been unable to contact.

PRINCIPAL

XXX-XXX-XXXX

🞿PRINCIPAL’S SECRETARY

XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

PRINCIPAL

XXX-XXX-XXXX

🞿PRINCIPAL’S SEC. CALL SUPPORT STAFF

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

PRINCIPAL

XXX-XXX-XXXX

⏹HEAD CUSTODIAN

XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

PRINCIPAL

XXX-XXX-XXXX

⏹HEAD CUSTODIAN CALL CUSTODIAL STAFF

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

PRINCIPAL

XXX-XXX-XXXX

REGISTRAR

XXX-XXX-XXXX

⚫SPECIAL ED CHAIR

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

PRINCIPAL

XXX-XXX-XXXX

◆LUNCH MANAGER CALL CAFETERIA STAFF

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

ASSISTANT PRINCIPAL

XXX-XXX-XXXX

◆LUNCH MANAGER

XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

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TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

ASSISTANT PRINCIPAL

XXX-XXX-XXXX

⚫SPECIAL ED CHAIR CALL AIDES/STAFF

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

NAME XXX-XXX-XXXX

ASSISTANT PRINCIPAL

XXX-XXX-XXXX

STS/MEDIA SPECIALIST

XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

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TEACHER/STAFF

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H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

ASSISTANT PRINCIPAL

XXX-XXX-XXXX

ASSISTANT PRINCIPAL

XXX-XXX-XXXX

INTERN ASSISTANT

XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

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TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

TEACHER/STAFF

C – XXX-XXX-XXXX

H – XXX-XXX-XXXX

ASSISTANT PRINCIPAL

XXX-XXX-XXXX