

EMERGENCY SITUATIONS AT SCHOOLS

The Board of Education is committed to providing a safe learning and work environment. Unfortunately, natural and man-made disasters do occur. Such emergencies are best met by preparedness and planning.

A. Emergency Preparedness

The District shall develop fire and emergency preparedness procedures that complies with state and federal law, rules and regulations. In developing the plan, the district shall consult with local public safety agencies with which the District would work in case of an emergency. The procedures will address the following goals and/or objectives:

1. The health and safety of students and staff are safeguarded
2. The time necessary for instructional purposes is not unduly diverted
3. Minimum disruption to the educational program occurs
4. Students are helped to learn self-reliance and trained to respond sensibly to emergency situations

All threats to the safety of District facilities shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness.

School personnel, including teachers, shall provide for unrestricted emergency egress during school hours and when the school is open to the public.

B. Drills

Each school shall conduct a minimum of five (5) fire drills each school year. Three (3) of the fire drills shall be held by December 1st of the school year, and two (2) shall be held during the remaining part of the school year, with a reasonable spacing interval between each drill.

Each school shall conduct a minimum of two (2) tornado safety drills each school year. At least one (1) of the tornado safety drills shall be conducted during March of the school year. These drills shall be conducted for the purpose of preventing injuries caused by severe weather.

Each school shall conduct a minimum of three (3) drills in which the occupants are restricted to the interior of the building and the building secured each school year. At least one (1) of these drills shall be conducted by December 1st of the school year, and at least one (1) shall be conducted after January 1st of the school year, with a reasonable spacing interval between each drill. Such drills shall include security measures that are appropriate to an emergency such as the release of a hazardous materials or the presence of a potentially dangerous individual on or near the premises. The Superintendent shall seek input from local public safety officials on the nature of the drills to be conducted under this subsection.

Each school shall conduct at least one (1) of the drills required during a lunch or recess period, or at another time when a significant number of the students are gathered but not in the classroom.

Schools shall not conduct a drill required at a time that would interfere with the conduct of a state-mandated assessment.

Not later than September 15th of each school year, the Principal shall provide a list of the scheduled drill days to the county emergency management coordinator.

If a drill is not conducted on a scheduled drill day due to conditions not within the control of school authorities, such as severe storms, fires, epidemics, utility power unavailability, water or sewer failure, or health conditions as defined by the city, county, or state health authorities, the school shall reschedule the drill to occur within ten (10) school days after the scheduled date of the cancelled drill. The school's Principal shall notify the county emergency management coordinator of the rescheduled date of the drill.

C. Drill Result Publication

The building administrator shall provide that documentation of a completed school safety drill is posted on the school's website within thirty (30) school days after the drill is completed and is maintained on the website for at least three (3) years.

The documentation posted on the website shall include at least all of the following:

- a. Name of the school
- b. School year of the drill
- c. Date and time of the drill
- d. Type of drill completed
- e. Number of completed drills for that school year for each type of drill required
- f. Signature of the school principal or his/her designee acknowledging the completion of the drill

- g. Name of the individual in charge of conducting the drill, if other than the school principal.

D. Cardiac Emergency Response Plan

Cardiac emergencies may result from sudden cardiac arrest, heart attack, or other causes, and require immediate action. The District shall develop and implement a written cardiac emergency response plan to provide an appropriate response in the event of a cardiac emergency in school buildings and on the District's premises.

Use and regular maintenance of automated external defibrillators, if available.

Activation of a cardiac emergency response team during an identified cardiac emergency.

A plan for effective and efficient communication throughout the school campus.

If the school includes grade 9 to 12, a training plan for the use of an automated external defibrillator and in cardiopulmonary resuscitation techniques.

Incorporation and integration of the local emergency response system and emergency response agencies with the school's plan.

An annual review and evaluation of the cardiac emergency response plan.