EMERGENCY WARNING SYSTEM
(CIVIL DEFENSE, SEVERE WEATHER)

POLICY

The Board believes that the safety and welfare of the students and its employees can best be protected by full participation and enrollment in a program offered by the City of Warren related to an early warning of impending disaster. To this end, the Board directs that the school district continue to participate in the early warning system and that a program of reaction to such warnings be employed.

PROCEDURE

I. Civil Defense

   A. The Business Office receives warnings and distributes them.

   B. If this is an actual practice drill, all school secretaries or principals are given the message and asked for acknowledgement.

II. Severe Weather

   A. Upon receipt of a TORNADO WATCH, key personnel in all buildings will be notified. Upon receipt of a TORNADO WARNING, adequate steps will be taken to safeguard the students.

   TORNADO WATCH -Weather conditions are such that a tornado could occur.

   TORNADO WARNING - A tornado has been sighted in the area.

   B. Tornado information is received from the Warren Police Department. A three (3) minute steady tone indicates a tornado warning.

   C. Business Office accepts the call and takes no other calls until tornado information has been relayed to all building principals, the superintendent and the facilities manager.

   D. Building principals are to arrange for adequate monitoring of tornado information on radio and/or television.

E.	Upon receipt of information that a tornado is imminent or likely, the students will be sent to predetermined shelter areas in each building.

F.	Under special circumstances the superintendent or his/her delegate may use discretionary procedures in evacuating a building.

G.	General Information:

Stay inside school building, away from windows, and remain near an inside wall on the lower floors when possible. AVOID AUDITORIUMS AND GYMNASIUMS.

Civil Defense Adopted 07/13/65; Severe Weather Adopted 02/27/69; Combined, Amended 08/19/76 and 04/21/94; Reviewed 11/15/07; 08/11/10