Policy 8300 – Emergencies and Disaster Preparedness

The Board recognizes the importance of being prepared for various types of emergencies, both natural and human, that could occur while school is in session. Because of this, the District has developed appropriate plans and procedures to deal with such emergencies at school facilities or involving school transport. It is important that students, employees, and parents be knowledgeable about the various emergency plans and procedures and be prepared should such an emergency occur.

Development of Crisis Management Plan

The District will develop and maintain an emergency operations plan to act as a guide for District Trustees, administration, staff, students, parents/guardians, and community members to address potential crises in the District. The Board also directs the Superintendent to ensure that each District school develops its own emergency operations plan. These plans shall be exempt from disclosure under public records laws, as described in IC 74-105.

The emergency operations plan will provide direction for the District and for each site to use prior to, during, or after any emergency situation.

The Superintendent or designee shall be responsible for directing the development of a comprehensive Crisis Management Plan. They shall coordinate with school staff and local emergency response agencies in developing these plans. This plan will be shared with representatives of local municipalities and appropriate emergency personnel. The emergency operations plan will be reviewed annually by the Crisis Management Committee, which shall include representatives of principals and site managers.

Each principal and site manager shall receive a copy of the emergency operations plan and shall provide in-service training on plan implementation. This training shall be provided annually for every employee and to new employees upon hiring.

The District emergency operations plan serves as the foundation for the development of individual site and program plans.

Legal Reference:

Legal References	**Description**
IC § 33-512	District Trustees - Governance of Schools
IDAPA 08.02.03.160	Safe Environment and Discipline

Cross References

Code	**Description**
8520	Inspection of School Facilities

Adopted:
Revised:
Reviewed: