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## Emergency [Procedure](#) Drills and Instruction

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Each administrator will conduct emergency [procedure](#) drills in accordance with the provisions of Oregon Revised Statutes (ORS) [and the applicable Oregon Fire Code](#).

All schools are required to instruct and drill students and staff on [district](#) emergency procedures so ~~that students they~~ can respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes, ~~which shall include~~ [and](#) safety threats. Instruction on [emergency procedures](#) ~~fires, earthquakes and safety threats and drills for students~~, shall be conducted for at least 30 minutes each school month.

### Fire Emergencies

The district will conduct [monthly](#) fire drills [multiple times each year](#). At least one [fire emergency evacuation](#) drill will be held within the first 10 days of the school year. Drills and instruction on fire emergencies shall include routes and methods of exiting the school building. ~~Results from school fire drills will be reported to the public safety officer for recording in the drill log.~~

### Earthquake Emergencies

At least two [earthquake](#) drills ~~on earthquakes~~ shall be conducted each year. Drills and instruction for earthquake emergencies shall include the earthquake emergency response procedure of “drop, cover and hold on” during the earthquake. When based on the evaluation of specific engineering and structural issues related to a building, the district may include additional response procedures for earthquake emergencies.

### Safety Threats

At least two drills on safety threats shall be conducted each year. Drills and instruction on safety threats shall include procedures related to lockdown, ~~lockout secure~~, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety [and will include explanation of the district’s communication strategy following a safety threat action \(see board policy EBCA – Safety Threats\)](#).

~~The Board may use ORS 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.~~

Local units of government and state agencies associated with emergency procedures training and planning shall review the emergency procedures and assist the district with the instruction and the conducting of drills for students and staff in these emergency procedures.

END OF POLICY

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### Legal Reference(s):

[ORS 192.660\(2\)\(k\)](#)

[ORS 336.071](#)

[ORS 339.324](#)

[ORS 476.030\(1\)](#)

[OAR 581-022-2225](#)

Oregon State Fire Marshal, Oregon Fire Code.

**Cross Reference(s):**

GBE - Staff Health and Safety