

EMERGENCY OPERATIONS PLAN

West Orange-Cove Consolidated
Independent School District

Emergency OPERATIONS PLAN (WOCCISD)

A signed and updated copy of this plan is maintained in the Superintendent's office located at
902 West Park Avenue, Orange, Texas 77630

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Promulgation Statement

West Orange-Cove Consolidated Independent School District is committed to the safety and security of students, faculty, staff, and visitors on our campuses. In order to support that commitment, the School Board has asked for a thorough review of the district’s emergency mitigation/prevention, Preparedness, response, and recovery procedures relevant to natural and human-caused disasters.

The Emergency Operations Plan that follows is the official policy of W.O.C.C..I.S.D. It is a result of a comprehensive review and update of school policies in the context of its locations in, Orange, West Orange, and Pinehurst, Texas and in the current world situation.

We support its recommendations and commit the district’s resources to ongoing training, exercises, and maintenance required to keep it current.

This plan is a blueprint that relies on the commitment and expertise of individuals within and outside of the W.O.C.C..I.S.D. community. Furthermore, clear communication with emergency management officials and ongoing monitoring of emergency management practices and advisories is essential.

SCHOOL BOARD

DATE

APPROVAL AND IMPLEMENTATION

Emergency Operations Plan

This emergency operations plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Superintendent

School Board President

High School Principal

Middle School Principal

Elementary School Principal

Emergency Manager

TABLE OF CONTENTS

I. AUTHORITY.....1

A. Federal1

B. State1

C. Local.....1

II. PURPOSE1

III. EXPLANATION OF TERMS.....2

A. Acronyms.....2

B. Definitions.....2

IV. SITUATION AND ASSUMPTIONS.....5

A. Situation.....5

B. Assumptions8

V. CONCEPT OF OPERATIONS.....9

A. Objectives..... 9

B. General..... 9

C. Operational Guidance..... 10

D. Incident Command System..... 12

E. Incident Command System (ICS)—Emergency Operations Center (EOC) Interface..12

F. Activities by Phases of Emergency Management.....13

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES15

A. Organization15

B. Assignment of Responsibilities16

VII. DIRECTION AND CONTROL.....22

A. General.....22

B. Emergency Facilities.....22

C. Line of Succession.....22

VIII. READINESS LEVELS.....23

A. Readiness Levels23

Emergency OPERATIONS PLAN (WOCCISD)

B. Readiness Level Descriptions.....23

IX. ADMINISTRATION AND SUPPORT.....25

A. Agreements and Contracts25

B. Reports.....25

C. Records25

D. Consumer Protection27

E. Post-Incident and Exercise Review.....27

X. PLAN DEVELOPMENT AND MAINTENANCE.....27

A. Plan Development.....27

B. Distribution of Planning Documents27

C. Review.....27

D. Update.....27

XI. REFERENCES.....28

XII. APPENDICES.....29

ANNEXES (distributed under separate cover)

Annex A – Warning A-1

Annex B – Communications.....B-1

Annex C – Shelter & Mass CareC-1

Annex D – Student/Family ReunificationD-1

Annex E – Evacuation..... E-1

Annex F – Limited Fire Suppression F-1

Annex G – Law Enforcement G-1

Annex H – First AidH-1

Annex I – Recovery.....I-1

Annex J– Natural Hazards.....J-1

Annex K – Human-caused Hazards.....K-1

Annex L– Resource Management.....L-1

Annex M –Coordination with Emergency Services.....M-1

Emergency OPERATIONS PLAN (WOCCISD)

Annex N – Search and Rescue..... N-1

Annex O – TransportationO-1

Annex P – Terrorist Incident ResponseP-1

THE BASIC PLAN

I. AUTHORITY

- A. Federal
- B. State
 - 1. Senate Bill 11
- C. Local
- D. School Board

II. PURPOSE

This Basic Plan outlines West Orange-Cove Consolidated Independent School District's approach to emergency management and operations. It provides a general guidance for emergency management activities and an overview of district's methods of mitigation, preparedness, response, and recovery.

This plan describes W.O.C.C.I.S.D.'s emergency response organization and assigns responsibilities for various emergency tasks. This plan is intended to empower employees in an emergency and clarify emergency roles and response. It is also intended to provide a framework for more specific functional annexes that describe in more detail who does what, when, and how. This plan applies to all local district officials, staff, and students. The primary audience for the document includes the school board, school district, school administrators, staff that are tasked within the document or annexes, emergency management staff, leaders of local volunteer organizations that support emergency operations, and others who may participate in mitigation, preparedness, response, and recovery efforts.

This Basic Plan outlines West Orange-Cove C ISD's approach to emergency management and operations. It has been developed to assist the district protect its staff and students during an emergency situation. This plan takes an all-hazard approach to emergency management and plans for mitigation/prevention, preparedness, response, and recovery.

Mission and Goals

1. The mission of West Orange-Cove CISD in an emergency/disaster is to:

- a. Protect lives and property
- b. Mitigate the effects of a disaster
- c. Prepare for emergencies and disasters
- d. Respond to emergencies promptly and properly
- e. Aid in recovery from disasters

2. The goals of West Orange –Cove C ISD

- a. Provide emergency response plans, services, and supplies for all facilities and employees
- b. Coordinate the use of school personnel and facilities within the school
- c. Restore normal services as quickly as possible
- d. Provide detailed and accurate documentation of emergencies to aid in the recovery process.

III. EXPLANATION OF TERMS

A. Acronyms

ARC- American Red Cross

CFR- Code of Federal Regulations

DEM- Division of Emergency Management

EOC- Emergency Operations Center

EPI -Emergency Public information

FBI- Federal Bureau of Investigation

FEMA- Federal Emergency Management Agency

Hazmat Hazardous Material

IC- Incident Commander

ICP- Incident Command Post

ICS- Incident Command System

SOPs -Standard Operating Procedures

TSA- The Salvation Army

B. Definitions

1. Emergency Public Information (EPI)

Information that is disseminated to the public via the news media before, during, and/or after an emergency or disaster.

2. Emergency Situation

As used in this plan, this term is intended to describe a range of situations, from an incident to a major disaster. It includes the following:

a. Incident

An incident is a situation that is limited in scope and potential effects. Characteristics of an incident include:

- 1) Involves a limited area and/or limited population.
- 2) Evacuation or in-place sheltering is typically limited to the immediate area of the incident.
- 3) Warning and public instructions are provided in the immediate area, not community-wide.
- 4) One or two local response agencies or departments acting under an IC normally handle incidents.

Requests for resource support are normally handled through agency and/or departmental channels.

- 5) May require limited external assistance from other local response agencies or contractors.

b. Emergency

An emergency is a situation is larger in scope and more severe in terms of actual or potential effects than an incident. Characteristics include:

- 1) Involves a large area, significant population, or important facilities.

Emergency OPERATIONS PLAN (WOCCISD)

- 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
- 3) May require community-wide warning and public instructions.
- 4) Requires a sizable multi-agency response operating under an IC.
- 5) May require some external assistance from other local response agencies, contractors, and limited assistance from state or federal agencies.
- 6) The EOC will be activated to provide general guidance and direction, coordinate external support, and provide resource support for the incident.

c. Disaster

A disaster involves the occurrence or threat of significant casualties and/or widespread property damage that is beyond the capability of the local government to handle with its organic resources. Characteristics include:

- 1) Involves a large area, a sizable population, and/or important facilities.
- 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
- 3) Requires community-wide warning and public instructions.
- 4) Requires a response by all local response agencies operating under one or more ICs.
- 5) Requires significant external assistance from other local response agencies, contractors, and extensive state or federal assistance.
- 6) The EOC will be activated to provide general guidance and direction, provide emergency information to the public, coordinate state and federal support, and coordinate resource support for emergency operations.

3. Hazard Analysis

A document published separately from this plan that identifies the local hazards that have caused or possess the potential to adversely affect public health and safety, public or private property, or the environment.

4. Hazardous Material (Hazmat)

A substance in a quantity or form posing an unreasonable risk to health, safety, and/or property when manufactured, stored, or transported. The substance, by its nature, containment, and reactivity, has the capability for inflicting harm during an accidental occurrence. It can be toxic, corrosive, flammable, reactive, an irritant, or a strong sensitizer, and poses a threat to health and the environment when improperly managed. Hazmats include toxic substances, certain infectious agents, radiological materials, and other related materials such as oil, used oil, petroleum products, and industrial solid waste substances.

5. Inter-local agreements

Arrangements between governments or organizations, either public or private, for reciprocal aid and assistance during emergency situations where the resources of a single jurisdiction or Organization are insufficient or inappropriate for the tasks that must be performed to control the situation, commonly referred to as a mutual aid agreement.

6. Standard Operating Procedures (SOP)

The approved methods for accomplishing a task or set of tasks. SOPs are typically prepared at the department or agency level.