

6065 EMERGENCY EVACUATION OF SCHOOLS

1. Fire Drills--Each principal or program leader shall conduct regular disaster and fire evacuation drills (at least nine per school year), and direct a program that will promote the evacuation of the building as rapidly and safely as possible. A false alarm evacuation is considered a serious offense, and the responsible person will be disciplined to the extent allowed by the School District's Discipline Policy. Non-students who initiate a false alarm will be turned over to the Duluth Police Department.
2. Bomb Threats--Each principal or his/her designated representative is to investigate all threats of bodily harm and/or possible building damage immediately on notification of such threat. If time permits, the principal or his/her designee shall contact the Police and Fire Departments for input on a responsive plan to the threat. If time is lacking, the principal or his/her designee must implement immediately an emergency evacuation of the building. During the evacuation process the Police and Fire Departments shall be contacted. Before students and staff reenter the building, a search of the building by designated police, fire, custodial, and instructional personnel will take place.

Note: Persons receiving threats via the telephone should record the message verbatim, making note of voice characteristics, and listen for any unusual background noises.

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