

**Bomb Threats**

In the event that a telephone call or other notice is received indicating that a bomb has been placed in a school or on school property, the following procedures, which have been developed in cooperation with the Bon Homme County Sheriff's Department, will be followed:

**1. IMMEDIATE RESPONSE**

- a. The person receiving a threat by telephone will press \*69 (star 69) to lock in the number from where the call is being made. The person receiving the threat by telephone will note the exact time of the call and the telephone line and should attempt to get a voice description of the caller such as: age, sex, and identifying patterns of speech.

Call your local telephone company immediately to inform them of the situation.

Tabor & Tyndall 589-3366. Springfield 279-1020.

- b. Evacuate the building(s). Use All Call on the intercom or appropriate methods at the site and report a "Code Red Emergency". This should notify the staff that they have a brief period of time to properly address students prior to exiting the building.

**2. NOTIFY IMMEDIATELY**

- a. The principal of the threatened school.
- b. Bon Homme County Sheriff's Department (911). They will notify the City Police and/or Fire Department.
- c. The Superintendent of Schools.
- d. Bus Drivers.
- e. Evacuation site representative.

**3. BOMB THREAT CHECKLIST**

- a. The individual(s) who received the bomb threat will complete the Bomb Threat Checklist to assist Law Enforcement with their investigation.

**4. SHERIFF'S DEPARTMENT**

- a. The Sheriff's Department and other emergency vehicles will respond. The local Law Enforcement agencies shall search the building(s) involved with their own personnel or with personnel they have designated for such purposes.
- b. The school building(s) shall not be opened to the students and staff until they or parts thereof are approved for occupancy by the Law Enforcement Agency in charge.
- c. After the entire building(s) is approved for occupancy by the Law Enforcement Agency in charge of the search, the school day shall be resumed at the point at which it was interrupted.

**5. INVESTIGATION**

- a. An investigation of the incident should be made by the local Law Enforcement Agency in charge (normally the Sheriff's Department). They may be assisted by the State Fire Marshall's Office or any other organization they deem necessary.

**Student Responsibilities and Consequences:**

1. A student who learns of a bomb threat or the existence of a bomb on school premises must immediately report such information to the building principal, teacher, the School Guidance Counselor or other employee in a position of authority.
2. Making a bomb threat is a crime. Any student suspected of making a bomb threat shall be reported to Law Enforcement authorities for investigation and possible prosecution. Apart from any penalty imposed by law, and without regard to the existence or status of criminal charges, a student who makes a bomb threat shall be subject to disciplinary action.

The administration shall suspend and may recommend for expulsion any student who makes a bomb threat.

3. A student who knowingly encourages, causes, aids, or assists another student in making or communicating a bomb threat shall be subject to disciplinary consequences which may include suspension and/or expulsion.
4. A student who fails to report information or knowledge of a bomb threat or the existence of a bomb or other destructive device in a school building or on school property may be subject to disciplinary consequences, which may include suspension and/or expulsion.

#### Staff Responsibilities and Consequences:

1. An employee of the school unit who learns of a bomb threat shall immediately inform the building administrator.
2. A school system employee who makes or communicates a bomb threat will be reported to appropriate Law Enforcement Authorities and will be subject to disciplinary action up to and including termination of employment. Disciplinary action taken shall be consistent with collective bargaining agreements, other employment agreements and Board policies.
3. A school system employee who fails to report information or knowledge of a bomb threat or the existence of a bomb on school premises will be subject to discipline up to and including termination of employment.

#### Civil Liability

The district reserves the right to bring suit against any individual responsible for a violation of this policy and to seek restitution and other damages as permitted by Law.

#### Lost Instructional Time

Instructional time lost as a result of a bomb threat will be rescheduled at the earliest appropriate opportunity as determined by the Superintendent within parameters set by the Board.

Time lost may be rescheduled on a vacation day, or after what would normally be the last day of the school year, except on days when schools must be closed as required by Law.

#### Notification through Student Handbook.

All student handbooks shall address the district's bomb threat policy and procedures and explain the educational consequences of bomb threats. In addition, student handbooks shall notify students and parents that bomb threats violate Board Policy, Civil Law, and Criminal Law.

Legal References: SDCL 26-11-5.1; 13-32-6

Amended: December 13, 1999

Revised: January 14, 2009