

STUDENTS

Bomb Threats

Most bomb threat messages are very brief. When possible, every effort should be made to obtain detailed information from the caller such as the exact location of the bomb, time set for detonation, description of the bomb, and type of explosive used. Details such as the time of call, exact words used, sex, estimated age, identifiable accent, voice description of caller, and identifiable background noise should also be noted.

Evacuation Decision

The principal should notify the district office immediately.

If the principal determines the threat is a hoax, he or she will conduct a quiet search of the building. No classes will be dismissed. A written report should be submitted to the superintendent.

If the principal determines that the message is a dangerous threat, law enforcement officers should be contacted. A routine fire drill should be initiated at least fifteen (15) minutes prior to the time of possible detonation. Teaching staff should remain with their classes until such time as the danger of explosion is past. Search procedures should be conducted under the direction of law enforcement officers. A written report should be submitted to the superintendent.