



# ADDISON NORTHWEST SCHOOL DISTRICT POLICY

<b>SECTION</b>	<b>Non-Instructional Operations</b>	<b>CODE</b>	<b>F3</b>
<b>TITLE</b>	<b>Fire and Emergency Preparedness Drills</b>	<b>Required<sup>1</sup></b>	

## **Statement of Policy**

It is the policy of the Addison Northwest School District (District) to require each school site to conduct options-based response drills in the fall and spring of each academic year, and to adopt and maintain an all-hazards emergency operations plan, as part of the District’s overall school safety plan.

## **Definitions**

1. **Options-based Response Drill:** For the purpose of this policy, options-based response drill means that there are different actions educators and students can take if confronted by an active shooter/intruder.
2. **School site:** school building(s) operated by the school district.

## **Administrative Responsibilities**

The superintendent or designee will ensure that:

1. Each school site in the district conducts age-appropriate, options-based response drills, including fire drills, in the fall and spring of each academic year. The district must evaluate which approach is best and adapt that approach to the developmental level of their students, including for students with disabilities, language barriers, and mobility needs.
2. The options-based response drills follow the guidance issued by the Vermont School Safety Center and the Vermont School Crisis Planning Team, which includes trauma-informed best practices for implementing options-based response drills.
3. Parents and guardians are notified not later than one school day before an options-based response drill is conducted.
4. Completion of the biannual drills is reported to the Agency of Education in a format approved by the Secretary.
5. On or by July 1, 2024, an all-hazards emergency operations plan is adopted and maintained for each school site. This plan must be reviewed and updated annually and in collaboration with local emergency first responders and local emergency management officials.

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<sup>1</sup> 16 VSA §1481 requires each school site to conduct options-based drills in the fall and spring of each academic year, and 16 VSA §1480 requires every school district to adopt and maintain an all-hazards emergency operations plan for each school site.

<i>VSBA Version:</i>	
<i>Date Warned:</i>	<i>June 12, 2023</i>
<i>Date Adopted:</i>	<i>June 28, 2023</i>
<i>Legal Reference(s):</i>	<i>16 V.S.A 1480, 1481</i>
<i>Cross Reference:</i>	<i>Access Control and Visitor Management Security Cameras</i>