



ADDISON NORTHWEST SCHOOL DISTRICT POLICY

SECTION	Non-Instructional Operations	CODE	F3 Required ¹
TITLE	Options-Based Response to Violent Intruder Drills, Fire Drills and Emergency Preparedness		

Statement of Policy

It is the policy of the Addison Northwest School District (District) to require each school site to conduct age-appropriate options-based response to violent intruder drills and fire drills 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 to Violent Intruder Drill:** For the purpose of this policy, options-based response to violent intruder drill means that there are different actions educators and students can take if confronted by a violent 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 to violent intruder drills in the fall and spring semester 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 to violent intruder drills are conducted following 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 to violent intruder drills.
3. Parents and guardians are notified not later than one school day before an options-based response to violent intruder drill is conducted.
4. Completion of the options-based response to violent intruder 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 that is at least as comprehensive as the template maintained by the Vermont School Safety Center. This plan must be reviewed and updated annually and in collaboration with local emergency first responders and local emergency management officials.

¹ 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; September 13, 2024</i>
<i>Date Adopted:</i>	<i>June 28, 2023; Sept 16, 2024</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>

Why the changes from June to October:

REVISED Model Policy on Options-Based Response to Violent Intruder Drills, Fire Drills and Emergency Preparedness (VSBA Model Policy F3)

The Agency of Education issued [Updated Guidance Regarding Egress Evacuation and Options Based Response Drills for the 2023-2024 Academic Year](#) on October 10, 2023 in response to the feedback they received from stakeholders indicating a need for additional clarity on the requirements for Emergency Egress (“fire” drills) versus Options-Based Response to Violent Intruder Drills. As a result, we have revised the VSBA model policy on Fire and Emergency Preparedness Drills (F3) to align with the updated guidance.

Our revisions include changes to the name of the policy, language alignment, and formatting changes to distinguish requirements for options-based response to violent intruder drills from the requirements for fire drills. The model policy is now the Options-Based Response to Violent Intruder Drills, Fire Drills and Emergency Preparedness policy and it replaces the Fire and Emergency Preparedness policy that we issued on June 1, 2023. The policy code, F3, remains the same. If you adopted the VSBA model policy F3 over the summer or earlier this fall, you have already satisfied the statutory requirement that all school boards adopt a policy mandating biannual options-based response drills and fire drills by August 1, 2023. This revised policy can be adopted when it works best for your board - immediately or when you are warning other policies for adoption. Please visit our model policy manual on the website for the most up-to-date versions of our model policies, and reach out to Cara Zimmerman, VSBA Director or Policy Services and Legislative Affairs, with any questions.