



EARTHQUAKE

The following procedures should be taken following an Earthquake at a SBCSS facility or by SBCSS staff.

DURING AN EARTHQUAKE IF YOU ARE INSIDE



DUCK or DROP
down to the floor



Take **COVER** under a sturdy desk, table or other furniture. If that is not possible, seek cover against an interior wall and protect your head and neck with your arms. Avoid windows, hanging objects, mirrors or tall furniture.



If you take cover under a sturdy piece of furniture, **HOLD** on to it and be prepared to move with it. Hold the position until the ground stops shaking and it is safe to move. Do not run or use elevators.

DURING A EARTHQUAKE, IF YOU ARE OUTSIDE

In a Large Venue

Stay in your seat, protect your head and neck with hands. Move calmly and orderly to the lighted exits. Follow the directions of emergency personnel or Safety Committee staff.

In an Elevator

If power fails, elevators will stop and lights will turn off. Be patient. Attempt to notify someone about your location or call your supervisor. Emergency personnel will rescue you as soon as possible.

In an Open Area

If safe to do so, move to a safe area. Avoid falling hazards. Take a knee and protect your head and neck. Follow the directions of emergency personnel or Safety Committee staff.

In a Vehicle

Pull over in a safe manner and away from falling hazards. Avoid overpasses, power lines and structural hazards. Stay in your vehicle.

AFTER THE SHAKING STOPS

If Inside a Building

Expect aftershocks over the next hours or days. Check yourself for injuries. Report injuries or hazards to **Risk Management or Site Safety Committee Team**. Provide first aid to the injured. Assess your surroundings, check for damage and hazardous conditions. Phone systems may be severely impacted. If asked to evacuate or when exiting, be aware of indoor and outdoor hazards. Move to the designated assembly area. If safe to do so, take your keys, personnel items, roll sheets, visitor logs and account for all people.

Itinerant or Off SBCSS Site

Staff shall align their actions with the hosting LEA by checking in with their designated emergency response coordinator. Provide critical information and the health needs of SBCSS students or support staff. Attempt to notify parents or guardians. Report your conditions and students' welfare information to your supervisor.

Delivery or Transit

Report to the closest school site or government facility. Report your location to your supervisor. Assist with supporting the government agency as needed.

When To Go Home

In the event of a major earthquake, be prepared to stay on campus. You should not try to immediately get home until it is safe to travel the streets and highways or when most hazardous conditions have stabilized. Notify designated emergency facility response coordinator before departing.



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