Adopted: 12/2023
Revised: 1/2025, 3/17/26

**COLOGNE ACADEMY**
**MANUAL OF SCHOOL POLICIES APPROVED BY THE BOARD**

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806 CRISIS MANAGEMENT

I. PURPOSE

The purpose of this policy is to provide guidance for the development of plans to provide direction to school personnel and students when faced with emergency situations.

II. GENERAL STATEMENT OF POLICY

A. The Emergency Response Policy is a guide for school district administrators, school employees, students, school board members, and community members on how to address a wide range of potential emergency situations in the school district. This policy provides guidance to each school building in drafting emergency response plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Pursuant to this policy, tailored emergency response plans will be developed in the district and sections or procedures may be added or deleted in those emergency response plans based on needs.

B. The Cologne Academy Emergency Response Policy has been created in consultation with local community response agencies and other appropriate individuals and groups likely to be involved in assisting with a school emergency. Such joint planning allows Cologne Academy to anticipate a range of potential emergencies and plan for a coordinated response with community agencies if needed. It is designed so that building administrators can tailor an emergency response plan to meet the specific situation and needs. These emergency response plans will include general emergency and situation-specific procedures. It is understood that because of the very nature of emergencies, there may need to be on-site modifications of any procedure.

C. All emergency response procedures must include specific procedures for individuals with special needs such as physical, sensory, motor, cognitive, and mental health challenges.

D. Specific procedures for this policy will be reviewed and updated each year found here.