



Title: **Emergency Preparedness**

Code: 805

Book: Policy Manual

Section: 800 Operations

Purpose

The Board recognizes its responsibility to safeguard the health and welfare of district students and employees. Therefore, the Board shall provide the facilities, equipment and training necessary to minimize the effects of all hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, terrorism, communicable diseases and pandemics. Advance planning and comprehensive implementation are key components in ensuring the protection of the school community.

Authority

The district, in cooperation with the local Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable state requirements. [\[1\]](#)

The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health and the Pennsylvania Department of Education.

The Board shall ensure that emergency and evacuation drills are conducted at intervals required by state law. [\[2\]](#)[\[3\]](#)[\[1\]](#)

Delegation of Responsibility

The Superintendent or designee shall collaborate with relevant stakeholders, including parents/guardians, staff, community agencies and first responders, during the development and implementation of the emergency preparedness plan.

The Superintendent or designee shall implement a communication system to notify parents/guardians of the evacuation of students and to alert the entire school community when necessary.

Guidelines

The emergency preparedness plan shall be reviewed at least annually and modified as necessary. A copy of the plan shall be provided to the county Emergency Management Agency and communicated to students, parents/guardians, relevant stakeholders, and the community.[\[1\]](#)

Continuity of Student Learning/Core Operations

In the event of an emergency, local, county or state officials may require that schools be closed to serve as mass-care facilities or to mitigate the spread of infection or illness. Local, county or state officials may also utilize district-owned buses and other transportation vehicles.[\[1\]](#)[\[4\]](#)

The district shall make provisions in the emergency preparedness plan for the continuity of student learning during school closings or excessive absences. Such alternatives may include:

1. Web-based district instruction.
2. Telephone trees.
3. Instruction via local television or radio stations.

The continuity of core operations such as payroll and ongoing communication with students and parents/guardians shall be an essential part of the emergency preparedness plan.

Education

Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.

Effective infection control and prevention procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools.

Required Drills

At least annually, all district schools shall conduct a disaster response or emergency preparedness plan drill.[\[1\]](#)

Fire drills shall be conducted at least once a month during the school year.[\[2\]](#)[\[3\]](#)

Bus evacuation drills shall be conducted twice a year, in accordance with law.[\[2\]](#)

Adopted: **October 21, 1981**

Last Revised: **September 16, 2008**

Legal References:

- [1. 35 Pa. C.S.A. 7701](#)
 - [2. 24 P.S. 1517](#)
 - [3. 24 P.S. 1518](#)
 - 4. Pol. 810
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