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Contact Person: Executive Director of Community Relations

## **POLICY 806 DISTRICT CRISIS MANAGEMENT**

### **I. PURPOSE**

To establish a comprehensive district-wide Emergency Operations and Recovery Plan (EORP) and building-level safety plans.

### **II. GENERAL STATEMENT OF POLICY**

The superintendent and/or designee will develop and maintain an Emergency Operations and Recovery Plan (EORP) and building-level safety plans regarding crisis intervention, prevention, management, response and recovery for any incident that threatens the safety and security of students and staff. Development of the plans shall involve local emergency agencies, school safety personnel, staff, parents, students, and other interested persons.

The plans shall include reasonable steps to ensure student and staff safety, and minimize property damage, such as:

- Written procedures for taking action in the event of an incident or emergency. The procedures – collectively known as School Safe Conditions - include evacuation, lockdown, shelter-in-place, severe weather, and hold-in-place.
- Written procedures for communicating with local law enforcement agencies, community emergency services, parents, students, staff, and media in the event of a crisis.
- Development of Building Emergency Response Teams (BERT) and a District Emergency Response Team (DERT) with specific response protocols under the National Incident Management System's (NIMS) Incident Command System (ICS) structure.
- A plan for annual emergency management training of all staff.
- Designation of specific management and reporting responsibilities of each staff person during a crisis.

The superintendent shall appoint a district-wide emergency management coordinator to work with the superintendent to develop the EORP, building-level safety plans, recruit and supervise district and building level emergency response teams, coordinate in-service programs for teams and all staff, serve as a liaison between central office and staff, and serve as a liaison between the district and local emergency agencies.

The coordinator shall be responsible for providing copies of current plans developed under this policy to local emergency agencies on a regular basis.