EMERGENCY PLANS

A. General

The safety of students and staff is best met by being prepared for emergency situations. The administrative staff shall communicate emergency planning procedures to all staff.

B. Purpose

The system of emergency preparedness and process shall insure that:

1. The health and safety of students and staff are safeguarded;
2. The time necessary for instructional purposes is not unduly diverted;
3. Minimum disruption to the educational programs occurs; and
4. Students are helped to learn self-reliance and trained to respond sensibly to emergency situations.

C. Processes

The deputy superintendent and/or his/her delegates will be responsible for the efficient and effective establishment of emergency processes which are legally mandated or have been instituted to protect students and staff.

1. Instruction about safety protocol and shelter in case of a tornado.
2. The immediate notification of appropriate administrative personnel whenever any employee becomes aware of an emergency or impending emergency both natural and man made.
3. Cooperation with appropriate local officials and agencies;
4. Instruction of staff members in decision making and the techniques of handling emergencies; and

5. The continual evaluation of the effectiveness of emergency planning for coping with disaster.

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ADMINISTRATIVE REGULATION
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