

Van Buren County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: <h2 style="text-align: center;">Emergency Preparedness Plan</h2>	Descriptor Code: <h3 style="text-align: center;">3.202</h3>	Issued Date: <h3 style="text-align: center;">08/11/16</h3>
		Rescinds: <h3 style="text-align: center;">3.202</h3>	Issued: <h3 style="text-align: center;">06/20/13</h3>

- 1 The director of schools shall be responsible for developing, maintaining and acquiring Board approval of the
- 2 district Emergency Preparedness Plan,¹ which shall include procedures for bomb threats, civil disturbances,
- 3 armed intruders, earthquakes, fires, tornadoes or other severe weather, and medical emergencies.

- 4 The principal of each school shall develop and implement emergency preparedness drills which shall be
- 5 approved by the director of schools. When appropriate, such drills shall be held in conjunction with emergency
- 6 response agencies. These procedures shall be in written form and distributed to all staff, students and parents.

- 7 The principal shall be responsible for ensuring that one fire drill requiring full evacuation is given every month
- 8 during the school year with an additional fire drill to be conducted within the first thirty (30) days of school.²
- 9 He/she shall ensure that an intruder drill is conducted within the first thirty (30) days of school. He/she shall also
- 10 ensure that three (3) additional safety drills are given during the school year.² These drills may cover inclement
- 11 weather, earthquakes, armed intruders or other emergency drills that do not require full evacuation. A record of
- 12 all fire or safety drills, including the time and date, shall be kept in each school's office.²

- 13 Any school with an AED shall conduct a CPR and AED drill to ensure students are aware of the steps that must
- 14 be taken in the event of a medical emergency. The principal shall be responsible for ensuring the drill occurs.³

- 15 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and shall give all
- 16 school personnel instructions on how to properly use fire extinguishers.

- 17 **MEDICAL EMERGENCIES/PANDEMIC FLU**

- 18 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate and
- 19 consult with the local and state health departments and other local emergency or healthcare providers in
- 20 protecting students and the community from further infection. The director of schools shall develop procedures
- 21 for health emergencies in accordance with state law and regulations.⁴

Legal References

1. TRR/MS 0520-1-3-.03(18)
2. TCA 68-102-137(b), (f)
3. Public Acts of 2016, Chp. No. 677
4. Tennessee Department of Health Pandemic Influenza Response Plan,
http://health.state.tn.us/ceds/PDFs/2006_PanFlu_Plan.pdf

Cross References

- Emergency Closings 1.8011
Community Use of School Facilities 3.206