

## **EMERGENCY PLANS**

The Board of Education recognizes the necessity of preparing an emergency management plan and practicing it in order to ensure that the safety and health of students and staff, as well as district property, are safeguarded in the event of a true emergency. Pursuant to this concern and the regulations of the Commissioner of Education, the Superintendent of Schools is directed to develop such a plan for each school and for the district and to ensure that sufficient training in carrying it out takes place.

The Emergency Planning Guide will be the official guide for the district in case of fire, civil emergencies, and natural disasters. Policies and procedures set forth in the guide will be followed by all personnel and students.

Such plan shall provide for sheltering, evacuation, early dismissal, written notification to students and staff, an annual drill and coordination with local and county emergency preparedness administrators.

The Superintendent is to provide such plan to the Board for approval in time to ensure that it will be in place, reviewed, and, if appropriate, modified each year.

It is the responsibility of the chief executive officer of each educational agency located within the district to provide the Superintendent with information about school population, number of staff, transportation needs and the business and home telephone numbers of their key officials.

The Superintendent is to notify the District (BOCES) Superintendent whenever the Plan is activated and results in the closing of a school building in the district.

Cross-ref: 5450, Student Safety

Ref: Education Law '3623(2)

Executive Law Article 2B

EPA: Chemicals in Your Community, A Guide to the Emergency Planning and Community Right-To-Know Act, (Sept. 1988).

8 NYCRR '155.3; 155.4; 155.13

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