

Policy

No. 805 (8420)

**Board of Education
Nutley****PROGRAM****EMERGENCIES AND DISASTER PREPAREDNESS**

The Board of Education recognizes that its responsibility for the safety of pupils extends to possible natural and man-made disasters and that such emergencies are best met by preparedness and planning.

The Board authorizes the development and implementation of a plan for emergency preparedness that safeguards the health and well-being of pupils and staff, permits minimum disruption to the educational program, and helps pupils learn self-reliance and a prudent response to emergency situations. The plan shall provide that all threats to the safety of the schools are identified and promptly responded to by appropriate district personnel.

The chief school administrator shall direct development of plans for evacuation of buildings in case of fire, and for the safeguarding of human life and property in case of civil or other emergencies.

The chief school administrator shall notify district administration, law enforcement, fire safety and emergency services authorities, and board president, as soon as reasonably possible.

The chief school administrator shall oversee development of a district-wide program for emergencies. The program shall provide for:

- a. Cooperation with local government agencies in developing and carrying out a community disaster plan;
- b. As much protection as reasonably possible for children at school and on their way to and from school;

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- c. Training in individual self-protection and survival techniques for pupils and staff;
- d. Necessary training and instruction for pupil and staff so that the school emergency plan may be carried out with the greatest possible speed and safety;
- e. The conduct of bus evacuation drills in accordance with rules of the State Board of Education;
- f. Procedures for the safe dispersal of pupils from school property and, if necessary, a plan for the sequestration of pupils in a safe place other than the school in which they are enrolled;
- g. The design of a communications system to alert the school community when necessary and to notify parents of the evacuation of pupils, and said communication system may include the use of telephones, electronic mail, or other paging devices;
- h. The appointment of a crisis response team; and
- i. The continuing evaluation of the effectiveness of emergency planning in preparing the schools to cope with disaster.

At the discretion of the Superintendent, all time lost from the instructional program for the evacuation of school or the conduct of procedures necessitated by a threat to the safety of the school may be made up during the same school day.

Fire Drills

Fire drills shall be held at least twice each month for all pupils. The chief school administrator may order a modification of the fire drills so that they may take the form of indoor drills or of rapid dismissals with outdoor clothing when low temperatures prevail.

A written statement of procedures and instructions for fire drills shall be formulated by the chief school administrator and disseminated to all staff.

Instruction in fire prevention shall be given and emphasized in appropriate courses in the curriculum of the school.

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The chief school administrator is authorized by the board to close the schools, open them late or dismiss them early in hazardous weather or in other extraordinary circumstances that might endanger the health or safety of pupils or school employees.

Each year, parents/guardians, pupils, and staff members shall be informed in advance of how they shall be notified in event of emergency closings. Parents/guardians shall be required to make alternative arrangements for their children in case no one is home to receive a child after an unscheduled early closing.

Bomb Scares

The buildings shall be evacuated as for a fire drill. Staff shall follow the procedures established by the chief school administrator to deal with such emergencies. In the event of a bomb threat, the threatened school shall be evacuated immediately.

Legal References:

N.J.S.A. 2C:33-3, 18A:6-2, 18A:11-2, 18A:40-12, 18A:41-1, 18A:54-20

N.J.A.C. 6:21-11.3, 6A:26-12.2, 8:57-1.7