

NORTHERN LEBANON SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: EMERGENCY EVACUATION
OF SCHOOLS

ADOPTED: May 12, 1987

REVISED:

805. EMERGENCY EVACUATION OF SCHOOLS	
1. Purpose	The following guidelines shall apply to emergencies that affect the operation of the schools of the district.
2. Authority	<p>The district's system of emergency preparedness shall ensure that:</p> <ol style="list-style-type: none"> 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 program occurs. <p>All threats to the safety of the schools shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness as promulgated by the Superintendent consistent with these guidelines.</p> <p>Bomb threats and reports of fire shall normally require the evacuation of the threatened school or building.</p>
3. Delegation of Responsibility SC 1517	<p>The Superintendent shall develop procedures for the handling of school emergencies which include:</p> <ol style="list-style-type: none"> 1. A plan for the prompt and safe evacuation of the schools and safe dispersal of students from school property which shall be practiced monthly in fire drills conducted in accordance with law. 2. The conduct of bus evacuation drills twice a year in accordance with law. 3. Design of a communications system to alert the whole school community when necessary and to notify parents of the evacuation of students. 4. The immediate notification of appropriate administrative personnel whenever any employee becomes aware of an emergency or impending emergency.

5. Cooperation with local agencies such as police department, fire department, and civil defense.

Fire and Emergency Drills

Fire drills shall be periodically conducted by the principal, not less than once a month, under rules and regulations promulgated by the district Superintendent. In such fire drills, the pupils and teachers shall be instructed in and made thoroughly familiar with the use of fire apparatus and exits. The drill shall include complete removal of the teachers and pupils in an expeditious and orderly manner by means of fire exists from the building to a place of safety on the grounds outside.

1. Any person who violates or fails to comply with the provisions of the law shall be guilty of a misdemeanor, and on conviction shall be sentenced to pay a fine of not less than twenty-five dollars (\$25.00), nor more than five hundred dollars (\$500.00), or to undergo imprisonment in the county jail for not less than ten (10) days or more than sixty (60) days, or both.
2. All children who are transported by bus shall have two emergency evacuation drills on buses each year. This evacuation shall be conducted on the grounds of the school. The first one shall be conducted during the first week of the school term and the second one during the month of March and at such other times as the Superintendent may require. Each such drill shall include the practice and instruction concerning the location, use and operation of emergency exit doors, and fire extinguishers, and the proper training and instructions to enable them to carry out the requirements of this section.
3. On or before the tenth day of April each year, the Superintendent shall certify to the Department of Education that the emergency evacuation drills as required have been held.

School Code
1517, 1518

Other Cites
P.G. 105