

# Weakley County Board of Education



Monitoring:

Descriptor Term:

## Emergency Operations Plan

Descriptor Code:

3.202

Issued Date:

09/06/2018

1  
2 The director of schools shall be responsible for developing, maintaining and acquiring Board  
3 approval of the district Emergency Operations Plan.<sup>1</sup> This plan shall reflect an all hazards  
4 preparedness and response approach which will include, but not be limited to, procedures for  
5 cases of nuclear or bomb threat, civil disturbance, earthquake, fire, tornado or other severe  
6 weather, and medical emergencies, such as pandemic flu outbreak.

7  
8 Emergency preparedness drills will be developed and implemented by each principal, with  
9 approval of the director of schools, and when appropriate, be held in conjunction with emergency  
10 response agencies. These procedures shall be in written form and distributed to all staff, students,  
11 and parents.

12  
13 The principal shall be responsible for ensuring that a sufficient number of drills is conducted in  
14 order to give instruction and practice in proper actions by staff and students. One fire drill  
15 requiring full evacuation shall be given every month during the school year, with an additional  
16 fire drill to be conducted within the first thirty (30) days of operation. Additionally, four (4) fire  
17 safety educational announcements will be conducted throughout the year.

18  
19 Three (3) additional safety drills shall be given during the school year. These drills may include  
20 inclement weather, earthquake, intruder or other emergency drills that do not require full  
21 evacuation.<sup>2</sup> An armed intruder drill must be conducted within the first thirty (30) days of  
22 operation.

23  
24 Principals shall log all drills. Copies of drill logs shall be maintained for five (5) years.

25  
26 In the event of any threats to safety, students will be retained at school when less than one hour  
27 of warning time is given, unless parents or persons authorized by the parents pick up their  
28 children.

29  
30 The principal shall check the quantity, locations, and conditions of fire extinguishers monthly  
31 and shall give all school personnel instructions in the proper use of them in their building.

### 32 33 MEDICAL EMERGENCIES/PANDEMIC FLU

34  
35 In the event of medical emergencies, such as pandemic flu outbreak, school officials shall  
36 cooperate and consult with the local and state health departments and other local emergency or  
37 healthcare providers in protecting students and the community from further infection. The  
38 director of schools shall develop procedures for health emergencies using as reference the state's  
39 most recent Pandemic Influenza Response Plan.

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#### Legal References:

<sup>1</sup> TRR/MS 0520-1-3-.03(17)

<sup>2</sup> TCA 68-102-137(b)(f)

#### Cross References:

1.8011 Emergency Closings

3.206 Community Use of School Facilities