

MANHEIM CENTRAL SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: EMERGENCY PREPAREDNESS

ADOPTED: May 23, 1995

REVISED: February 26, 2008

805. EMERGENCY PREPAREDNESS	
<p>1. Purpose</p>	<p>The Board recognizes its responsibility to safeguard the health and welfare of district students and employees. Therefore, the Board shall provide the facilities, equipment and training necessary to minimize the effects of all hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, terrorism, communicable diseases and pandemics. Advance planning and comprehensive implementation are key components in ensuring the protection of the school community.</p>
<p>2. Authority 35 Pa. C.S.A. Sec. 7701</p>	<p>The district, in cooperation with the local Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable state requirements.</p> <p>The district's system of emergency preparedness shall ensure that there is minimal disruption to educational programs.</p> <p>The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health and the Pennsylvania Department of Education.</p>
<p>SC 1517, 1518 35 Pa. C.S.A. Sec. 7701</p>	<p>The Board shall ensure that emergency and evacuation drills are conducted at intervals required by state law.</p>
<p>3. Delegation of Responsibility</p>	<p>The Superintendent or designee shall collaborate with relevant stakeholders, including parents/guardians, staff, community agencies and first responders, during the development and implementation of the emergency preparedness plan.</p> <p>The Superintendent or designee shall implement a communication system to notify parents/guardians of the evacuation of students and to alert the entire school community when necessary.</p>

<p>4. Guidelines</p> <p>35 Pa. C.S.A. Sec. 7701</p> <p>35 Pa. C.S.A. Sec. 7701</p> <p>35 Pa. C.S.A. Sec. 7701</p>	<p>The emergency preparedness plan shall identify the types of emergency situations that school officials will respond to. The plan establishes an educational and training program designed to ensure school staff are prepared to respond to emergency situations covered by the district's plan.</p> <p>The emergency preparedness plan shall be reviewed at least annually and modified as necessary. All changes will be communicated to the appropriate agencies. A copy of the plan shall be provided to the county Emergency Management Agency and the state Emergency Management Agency.</p> <p><u>Continuity Of Student Learning/Core Operations</u></p> <p>In the event of an emergency, local, county or state officials may require that schools be closed to serve as mass-care facilities or to mitigate the spread of infection or illness. Local, county or state officials may also utilize district-owned buses and other transportation vehicles.</p> <p>The district shall make provisions in the emergency preparedness plan for the continuity of student learning during school closings or excessive absences. Such alternatives may include:</p> <ol style="list-style-type: none"> 1. Web-based district instruction. 2. Telephone trees. <p>The continuity of core operations such as payroll and ongoing communication with students and parents/guardians shall be an essential part of the emergency preparedness plan.</p> <p><u>Education</u></p> <p>Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations. The district may also ask first responders to participate in certain practice exercises.</p> <p>Effective infection control and prevention procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools.</p> <p><u>Required Drills</u></p> <p>At least annually, all district schools shall conduct a disaster response or emergency preparedness plan drill.</p>
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SC 1517, 1518	Fire drills shall be conducted at least once a month during the school year.
SC 1517	Bus evacuation drills shall be conducted twice a year, in accordance with law. The plan shall include a process for sequestering students in a safe place other than the school and that process shall be communicated to the appropriate stakeholders.
	References: School Code – 24 P.S. Sec. 1517, 1518 Disaster Prevention – 35 Pa. C.S.A. Sec. 7701 Board Policy – 810