

EMERGENCY / DISASTER CRISIS RESPONSE AND SAFETY PLANS

Background

The Division recognizes its responsibility to take reasonable measures to ensure the safety and welfare of students in the event of emergency situations. For purposes of this administrative procedure, emergent conditions include those involving violence and those that constitute emergencies and disasters, or those addressing death impacting the school community.

The Division requires procedures to be in place to ensure the safety of students and staff in the event of an emergency situation.

Procedures

1. Decisions regarding school evacuations will occur according to the protocol for responding to specific critical incidents as outlined in the GSACRD Emergency Response Plan.
2. When the municipality declares a state of emergency, the Municipal Disaster Plan will be implemented and emergency operations coordinated through the town/city/village manager or designate.
3. During emergency situations involving the school, all communications with the media shall be coordinated by the Superintendent or designate.
4. Each school is required to have in place an emergency preparedness plan that includes:
 - 4.1 Specific procedures regarding school emergencies as outlined within the GSACRD Emergency Response Plan.
 - 4.2 School evacuation procedures as established in Administrative Procedure 312.
 - 4.3 Clear delegation of responsibilities to appropriate staff members in the event of emergencies.
 - 4.4 An adequate number of staff trained in the operation of school emergency plans to facilitate effective decision-making in the absence of the Principal.
 - 4.5 Provision for classroom instruction including supporting materials.
 - 4.6 Provision for required planning and in-service training for staff.
 - 4.7 Communications to inform parents about the school's program.
 - 4.8 Procedures to ensure articulation of the school plan with the GSACRD Emergency Response Plan.

- 4.9 Mechanisms to inform parents regarding emergency situations.
5. For information in responding to specific critical incidents as outlined in the background of this procedure, schools are to refer to the GSACRD Emergency Response Plan.
6. Response to Influenza Pandemic
 - 6.1 In cooperation with Alberta Health Services, GSACRD will engage its Influenza Pandemic Emergency Response and Business Continuity Plan.

Reference: Section 31, 45, *Education Act*