

SCHOOL EMERGENCIES

POLICY:

The Lake Stevens School District Board of Directors recognizes its responsibility for the proper care of students during emergency situations. All staff is responsible for assisting and carrying out emergency responsibilities within the school or its surrounding area in times of emergency, consistent with an appropriate emergency response plan. The Board directs the Superintendent/designee to develop emergency plans, drills and procedures for each district site to address emergency situations to best assure student, staff and community safety. The emergency procedures are to be reviewed and updated on an annual basis.

Drills

Each school in the district will conduct at least one safety-related drill per month, including summer months when school is in session with students. These drills will teach students the following three basic functional drill responses:

Shelter-in-Place

Students will receive instruction so that in the case of a hazardous vapor release that doesn't allow time to evacuate the campus, they will be able to remain inside and take the steps necessary to eliminate or minimize the health and safety hazard.

Lockdowns

Students will receive instruction so that in the event of the breach of security of a school building or campus, staff, students and visitors will be able to take positions in secure enclosures.

Evacuations:

Students will receive instruction so that in the event the school or district needs to be evacuated due to threats, such as fires, oil train spills, or tsunamis, they will be able to leave the building in the shortest time possible and take the safest route possible to another school or facility.

The above safety-related drills will incorporate the following:

- a. Use of the school mapping information system in at least one of the drills; and
- b. A pedestrian evacuation drill for schools in mapped tsunami hazard

zones.

These safety-related drills may also incorporate an earthquake drill using the state-approved earthquake safety technique “drop, cover, and hold.”

The Superintendent is directed to develop emergency evacuation procedures for each building.

Earthquakes

The Board recognizes the importance of protecting staff, students and facilities in the event of an earthquake. Facilities will be designed and maintained in a manner that recognizes the potential danger from such an occurrence. Likewise, staff must be prepared to take necessary action to protect students and staff from harm.

The Superintendent will establish guidelines and action taken by building principals should an earthquake occur while school is in session.

Bomb Threats

The Superintendent will establish procedures for action in the event that any threat is received toward the school by telephone, letter, electronically, orally or by other means.

Emergency School Closure or Evacuation

When weather conditions or other circumstances make it unsafe to operate schools the Superintendent is directed to determine whether schools should be started late, closed for the day or transportation will be provided only on emergency routes. Those decisions will be communicated through community media resources pursuant to a plan developed by the Superintendent or designee.

Pandemic/Epidemic

The Board recognizes that a pandemic outbreak is a serious threat that could affect students, staff and the community. The Superintendent or a designee will serve as a liaison between the school district and local health officials. The district liaison, in consultation with local health officials, will ensure that a pandemic/epidemic plan exists in the district and establish procedures to provide for staff and student safety during such an emergency.

When an emergency within a school or its surrounding area necessitates evacuation and/or total or partial closure of the schools within the district, staff will be responsible for aiding in the safe evacuation of the students within the endangered school or its surrounding area.

The Superintendent will establish procedures for the emergency closure of a building or department.

Cross References:

Policy No. 1620: Emergency School Evacuation

Policy No. 1740: Relations with the law Enforcement, Child Protective Agencies, and the County Health Department

RCW 19.27.110 International fire code —
Administration and enforcement by counties, other
political subdivisions and municipal corporations —
Fees

RCW 28A.320.125 Safe school plans —
Requirements — Duties of school districts, schools,
and educational service districts — Reports — Drills
— Rules