

**North Country Supervisory Union
Common Board Policy Manual**

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

E.7 SCHOOL CRISIS PREVENTION AND RESPONSE

Policy

It is the policy of the North Country Supervisory Union to maintain a safe, orderly, civil and positive learning environment, and to be prepared, in so far as possible, to prevent and respond to unexpected crises quickly and appropriately. While the very unexpected nature of a crisis may make preparation difficult, the Board believes that staff and students should be ready to respond quickly and appropriately to emergency situations.

Definition

Examples of crises include fire, bus accidents, nuclear disaster, civil disturbances, criminal acts, disease epidemic, physical injury or death, presence of intruders on school premises, hazardous materials spills, weather related emergencies, natural disasters, bomb threats, terrorist activities or other emergencies.

Administrative Responsibilities

To help prevent the occurrence of some individually caused crises, the Superintendent shall research and share information about educational programs and practices designed to create and sustain a safe learning environment.

The Superintendent is directed to create a school crisis prevention and response plan and administrative procedures that identify how the students, staff should respond to emergency situations, and the role that local emergency service providers will play in crisis preparedness and crisis management. This shall include the establishment of a school crisis team and consultation and cooperation with law enforcement, the fire department, and rescue squads to create a community public safety committee.

The school crisis plan and procedures shall be aligned with and follow the recommended practices outlined in the Vermont School Crisis Guide and related resources.

Generally, the Principal or his/her designee will organize and oversee the planning and operation of the crisis response team and will serve as the incident commander according to the crisis response procedures. The plan will be reviewed annually and routinely practiced during regular drills.

Fire and emergency preparedness drills shall be conducted and recorded by the Principal in accord with the requirements of Section 1481 of Title 16 of the Vermont Statutes Annotated. At a minimum, the pupils shall be drilled at least once a month during the school year so that they may leave the school building in the shortest possible time and without panic or confusion. In addition, pupils shall be drilled at sufficient intervals on other procedures described in the school's emergency preparation plan. A record of each drill together with the time consumed in completing the procedure shall be kept in the official school register, and such register shall be open at all times for inspection by representatives from the Department of Labor and Industry and the Department of Education.

Following a major incident, the crisis response team and/or public safety committee shall debrief and review the effectiveness of the crisis response and present a report and any recommendations for the crisis plan updates to the superintendent.

Staff Responsibilities

The staff shall follow all guidelines outlined in the crisis response procedures and staff handbook when practicing routine drills and when responding to actual emergency situations.

Student Responsibilities

Students shall follow all guidelines outlined in the crisis response procedures and student handbook when practicing routine drills and when responding to actual emergency situations.

Students who cause school crises will be held accountable in accordance with the school discipline policy and state/federal law. Incidents that disrupt the education process or endanger the safety of other students and staff shall be referred to law enforcement for possible criminal charges or to pursue civil litigation.

Lost instructional time resulting from response to a school crisis or emergency situation shall be made up at the discretion of the School Board.

Legal Reference(s): 16 V.S.A. §Chapter 33 (Fire & Emergency Preparedness Drills)
16 V.S.A. §1161a (a) (4) (Discipline)
13 V.S.A. § 1604 (Possession of explosive devices)
13 V.S.A. §1612 (Placing a hoax device)
13 V.S.A. §1753 (False alarms and reports)
Rule 4102 – Vermont State Board of Education Manual of Rules & Procedures 2004 School Crisis Guide

Cross Reference: Risk Management (E5)
Student Conduct and Discipline (F1)
Search and Seizure (F4)
Weapons (F.26)
Threats & Disruptions to School Operations (E.9)

Date Adopted:

Brighton	05/13/09
Charleston	05/13/09
Coventry	05/06/09
Derby	05/04/09
Holland	05/11/09
Jay/Westfield	06/16/09
Lowell	06/02/09
Morgan	05/07/09
Newport City	04/27/09
Newport Town	05/13/09
Troy	05/11/09
NCUHS	06/16/09
NCUJHS	07/28/09