



## **Students - Series 3000**

### **Emergency Procedures - 3430**

Safety and health of students, staff and visitors is a prime concern of school districts. Therefore it is prudent for school districts to develop an emergency management plan of sufficient scope and detail to enhance safety and reduce the risk of legal liability. Such a plan should specify legal mandates, identify reasonable procedures to eliminate or reduce hazards, provide guidelines for responding quickly and efficiently to emergencies, describe areas of responsibility, and establish a system of accurate record-keeping for all incidents.

Chapter 296-24 WAC generally governs safety in the workplace. WAC 296-24-020 specifically requires management to establish and supervise: a safe and healthful working environment; an accident prevention program; occupational safety and health training programs; and the reporting of fatality or multiple hospitalization accidents. Additional Chapter 296-24 regulations set standards/requirements for safety bulletin boards, first-aid training, kits and stations, protective equipment, hazardous materials, air quality, fire prevention, and a variety of additional kinds of equipment, machinery and conditions which affect safety in the workplace.

School Boards are required by WAC 180-44-015 to provide for the instruction of pupils and develop specific plans and procedures for their schools relating to the evacuation of buildings in sudden emergencies and to ensure compliance with the plans and procedures so established. Also, WAC 180-41-030 requires all school personnel to be oriented in evacuation procedures and to have an opportunity for an objective evaluation of each exit drill.

1. To identify, eliminate and reduce known hazards to the safety and health of students, staff, and visitors in the buildings and on the property of the district.
2. To develop guidelines and procedures which enable district staff to respond quickly and efficiently to emergencies in order to protect life, protect property, and restore equilibrium.
3. To establish effective communication processes for students, staff, parents and the public in the event of an emergency.

It is the policy of the Peninsula School District that the Superintendent or his/her designee shall develop and maintain an emergency procedures plan to protect the life of students, staff and visitors, as well as to protect school district property. Concern for

personal safety should take precedence over the protection of property in carrying out the plan. Special consideration and concern shall be given to disabled persons in developing and executing such plan. The emergency procedure plan shall be reviewed annually and updated as needed. Emergency evacuation drills shall be regularly conducted.

The Superintendent or his/her designee is hereby granted the authority to close a school or schools due to emergencies, and/or to allow the early dismissal of students and staff when closure or early dismissal is in the best interest of the school or schools, the students, or the staff involved in the emergency.

**Legal References:**

<u>RCW 28A.41.070</u>	Unforeseen conditions or actions
<u>RCW 28A.58.102</u>	School building, maintenance, furnishing and insuring
<u>Chapter 180-141</u>	WAC Pupil Safety
<u>Chapter 296-24</u>	WAC General Safety and Health Standards

**Cross References:**

<u>Board Policy 8120</u>	School Bus Emergencies
<u>Board Policy 3245</u>	Drug Free Schools
<u>Board Policy 3421</u>	Child Abuse and Neglect

Adopted: 1952  
Revised: 08-01-1966  
Revised: 03-09-1976  
Revised: 01-09-1979  
Revised: 09-12-1988  
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