

CONNEAUT SCHOOL DISTRICT

Emergency Preparedness Log

School Year

_____ School

_____, Principal

A copy of this log is to be sent to the Superintendent by the 5th day of each month.

Superintendent's Regulation 805

**Conneaut School District
Policy 805:**
*Emergency Preparedness of
Schools' addresses the
required drills that must be
performed with all students
and staff each school year.*

FIRE EVACUATION DRILLS

PDE-4101

CERTIFICATION OF FULFILLMENT OF FIRE DRILL AND SCHOOL BUS EMERGENCY EVACUATION DRILL REQUIREMENTS.

Section 15-1517 of the Public School Code of 1949 requires all public schools to conduct fire drills not less than once a month. In such fire drills, pupils and teachers shall be instructed in, and made thoroughly familiar with, the use of the fire escapes, appliances and exits. The drill shall include the complete removal of pupils and teachers, in a expeditious and orderly manner, by means of fire escapes and exits from the building to a place of safety on the ground outside.

PDE-4101 Certification of FIRE EVACUATION DRILLS ARE REQUIRED ONCE A MONTH

<i>MONTH DATE</i>	<i>Time of Evacuation</i>	<i>Conducted by</i>	<i>Comments</i>	<i>Superintendent's Signature</i>	<i>Date of Review</i>
SEPT					
OCT					
NOV					
DEC					
JAN					
FEB					
MARCH					
APRIL					
MAY					

Disaster Response or Emergency Preparedness Plan Drill

Disaster Response Drill is Required Annually

Date	Time	Conducted by	Comments	Superintendents Signature	Date of Review

School Bus Evacuation Drill

School Bus Evacuation Drills are required the first week of the First school term and during the month of March.

All schools using or contracting for school buses for the transportation of school children are required to conduct two emergency school bus evacuation drills on school grounds during each school year, the first to be conducted during the first week of the first school term and the second during the month of March, and at such other times as the chief school administrator may require. Each such drill shall include the practice and instruction concerning the location, use and operation of emergency exit doors and fire extinguishers and the proper evacuation of buses in the event of fires or accidents.

PDE-4101 CERTIFICATION OF FULFILLMENT OF FIRE DRILL AND SCHOOL BUS EMERGENCY EVACUATION DRILL REQUIREMENTS.

Date	Time	Conducted by	Comments	Superintendent's Signature	Date of Review

CONNEAUT SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: EMERGENCY EVACUATION
OF SCHOOLS

ADOPTED: August 8, 1984

REVISED:

805. EMERGENCY EVACUATION OF SCHOOLS	
<p>1. Purpose</p>	<p>The following guidelines shall apply to emergencies that affect the operation of the schools of the district.</p>
<p>2. Authority SC 1518 Pol. 105</p>	<p>The district's system of emergency preparedness shall ensure that the health and safety of students and staff are safeguarded; the time necessary for instructional purposes is not unduly diverted; minimum disruption to the educational program occurs; students are helped to learn self-reliance and trained to respond sensibly to emergency situations.</p> <p>All threats to the safety of the schools shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness as promulgated by the Superintendent consistent with these guidelines.</p> <p>Bomb threats and reports of fire shall normally require the evacuation of the threatened school or building.</p>
<p>3. Delegation of Responsibility SC 1517, 1518 Pol. 105</p>	<p>The Superintendent shall develop procedures for the handling of school emergencies which include: a plan for the prompt and safe evacuation of the schools and safe dispersal of students from school property which shall be practiced monthly in fire drills conducted in accordance with law; the conduct of bus evacuation drills twice a year in accordance with law; a plan for the sequestration of students in a safe place other than the school; design of a communications system to alert the whole school community when necessary and to notify parents of the evacuation of students; instruction in emergency preparedness and survival techniques as a part of the regular curriculum of the schools; the immediate notification of appropriate administrative personnel whenever any employee becomes aware of an emergency or impending emergency; cooperation with local agencies such as police department, fire department, civil defense; instruction of staff members in the techniques of handling emergencies.</p>