

Emergency Response Plan Policy

Promontory School will practice the Emergency Plan on each school level, present it to teachers and administrators, students, parents, local law enforcement and any other necessary public safety representatives.

The Emergency Plan will be reviewed by the Safety Committee (assigned by the Promontory School Board) and updated at least once every three years in order to have updated information and to be in compliance with R277-400.

Teachers and staff will have access to the Emergency Plan.

At the beginning of each school year, Promontory School shall provide a written notice to parents and staff of our Plan.

Promontory School shall designate a school Emergency Response/Emergency Preparedness week each year prior to April 30th.

The Plan shall include procedures to ensure that students receive reasonable, adequate educational services and supervision during school hours during an emergency and for education services in an extended emergency situation.

Evacuation procedures that provide reasonable care and supervision of students until students are released to a responsible party shall be included in the plan. Promontory shall not release students under 15 years old unless a parent or other responsible person has been notified and assumed responsibility for students.

The Emergency Plan shall include procedures regarding access to public school buildings by students, community members and others. The Plan shall also include procedures regarding access during identified time periods and possession and use of school keys by designated administrators and employees.

The Plan shall identify resources and materials available for emergency training for employees. The Plan shall also include procedures for a student to receive age-appropriate emergency preparedness training including rescue techniques, first aid, safety measures appropriate for specific emergencies, and other emergency skills.

Promontory School shall establish a parent and student reunification plan and annually provide parents a summary of parental expectations and notification procedures related to the reunification plan. The reunification plan shall be published on the school's website.

Fire drills and other emergency drills shall be conducted as outlined in R277-400. Promontory school shall develop student assistance programs such as care teams, school intervention programs, and interagency case management teams.

Promontory School may enter into cooperative agreements with other governmental entities to establish proper coordination and support during emergencies. Promontory School shall cooperate with other governmental entities to provide emergency relief services and the Plan shall contain procedures for assessing and providing the following for public emergency needs: school facilities, equipment, and personnel.

The plan shall delineate communication channels and lines of authority with the Promontory School, city, county, and state. A local governing board, through its director, is the chief officer for a school emergency.

Promontory School shall provide an annual training for school building staff regarding an employee's roles, responsibilities, and priorities as outlined in the Emergency Response Plan.

Promontory School shall develop standards and protections for participants and attendees at school-related activities, especially school-related activities off school property.

Promontory School shall review existing security measures and procedures within the school and make necessary adjustments as funding permits.

Promontory School shall provide comprehensive violence prevention and intervention strategies as part of a school's regular curriculum, including anger management, conflict resolution, respect for diversity and other cultures, and may provide age-appropriate instruction on firearm safety.

The plan shall address procedures for recording funds expected for emergencies, assessing and repairing damage, and seeking reimbursement for emergency expenditures.

Promontory School shall ensure that a carbon monoxide detection system has been installed and maintained in the school, consistent with International Fire Code. The school shall replace a carbon monoxide detection system that becomes inoperable or begins to produce end-of-life signals.