

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

805 CRISIS MANAGEMENT AND RESPONSE PLAN

The safety and security of the school community is paramount to the Community School District. While there is no absolute guarantee of safety, it is the goal of the district to encourage and support a physically secure learning and working environment within its buildings. The district shall work in conjunction with community stakeholders including local emergency management coordinators and local law enforcement agencies to create emergency operations plans for all district buildings and school buildings where students are educated.

The District will develop a Crisis Management and Response Plan in collaboration with local emergency responders (police, fire, etc.). The plan will include the following components:

- Prevention
- Mitigation
- Response
- Recovery

A district Safety Committee will be established and given the responsibility of reviewing the plan annually. The results of the review will be reported to the Superintendent and the Board of Education with recommendations for revision and improvement. Copies of the plan will be kept in each building.

The superintendent or their designee shall be responsible for the development, review and implementation of the district emergency operations plan. The plan shall include procedures for transmitting alerts regarding emergency situations to school personnel, students, and employers for non-school employees whose presence is regularly required in the school building. The emergency operations plan shall be updated and reviewed annually by the Board and shall address responses to natural disasters, active shooter scenarios and other emergencies as determined by the district. The emergency operations plans are confidential and shall not be subject to disclosure under Iowa Code Chapter 22. However, the district shall publish procedures for students, school personnel, parents, and family members to report possible safety threats on school grounds and at school activities.

Students are informed of this system according to board policy. Each classroom and office will have a plan for helping those in need of assistance to safety during an emergency. This will include, but not be limited to, students and employees with disabilities.

The administration shall hold annual emergency operations drills at each district building covered by an emergency operations plan in accordance with law. The district shall determine which school personnel shall participate and whether local law enforcement and students participate in annual drills.

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Licensed employees are responsible for instructing students on the proper techniques to be followed during an emergency. It is the responsibility of the superintendent to develop administrative regulations regarding this policy.

The plan will serve as a guideline for crisis prevention, management, intervention and recovery.

LEG REF: Iowa Code § 100.31.

APPROVED: 01/24/05

REVIEWED: 02/08/10

REVISED: 11/13/17