

# Obion County Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Emergency Preparedness Plan</b>	Descriptor Code: <b>3.202</b>	Issued Date: <b>08/12/13</b>
		Rescinds: <b>3.202</b>	Issued: <b>04/08/13</b>

1 The director of schools shall be responsible for developing, maintaining and acquiring Board approval  
2 of the district Emergency Preparedness Plan,<sup>1</sup> which shall include procedures for cases of nuclear or  
3 bomb threat, civil disturbance, earthquake, fire, tornado or other severe weather, armed intruders, and  
4 medical emergencies, such as pandemic flu outbreak.

5  
6 Earthquake, tornado, fire, and emergency drills shall be conducted frequently. A record of all drills,  
7 including time and date, shall be maintained by each principal. This record shall be available upon  
8 request to the State Fire Marshal or his assistants for inspection and review. Fire drills shall include the  
9 complete evacuation of all persons in the building. All doors serving as exits to the outside shall be kept  
10 in "panic mode" during the period the building is occupied so that students and employees may exit the  
11 building. Earthquake, tornado, and emergency drills will follow the acceptable practices as outlined by  
12 the Civil Defense Department.

13  
14 The principal shall be responsible for ensuring that a sufficient number of drills is conducted in order to  
15 give instruction and practice in proper actions by staff and students. One fire drill requiring full evacu-  
16 ation shall be given every month during the school year, with an additional fire drill to be conducted  
17 within the first fifteen (15) days of operation. An intruder drill shall be conducted within the first thirty  
18 (30) days of operation. Three (3) additional safety drills shall be given during the school year. These  
19 drills may include inclement weather, earthquake, intruder or other emergency drills that do not require  
20 full evacuation. However, at least one of these additional safety drills shall focus on the potential threat  
21 of an armed intruder(s) gaining access to the school.<sup>2</sup>

22  
23 In the event of any threats to safety, students will be retained at school when less than one hour of warn-  
24 ing time is given, unless parents or persons authorized by the parents pick up their children.

25  
26 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and shall  
27 give all school personnel instructions in the proper use of them in their building.

## 28 **MEDICAL EMERGENCIES/PANDEMIC FLU**

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31 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate and  
32 consult with the local and state health departments and other local emergency or healthcare providers in  
33 protecting students and the community from further infection. The director of schools shall develop pro-  
34 cedures for health emergencies using as reference the state's 2006 Pandemic Influenza Response Plan.<sup>3</sup>

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38 Legal Reference:

- 39 1. TRR/MS 0520-1-3-.03(17)  
40 2. TCA 68-102-137 (b) (f)  
41 3. Tennessee Department of Health Pandemic Influenza Response Plan  
<http://www2.state.tn.us/health/CEDS/pandemic.htm>

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38 Cross Reference:

- Emergency Closings 1.8011  
Community Use of School Facilities 3.206