

Emergency Preparedness Policy

Advance planning for emergencies and disasters is essential to provide for the safety of students and staff; it also strengthens the morale of all concerned to know that plans exist and that students and staff have been trained in carrying out the plans.

Principals will work with central administration, public safety officers, and staff in developing school emergency plans that meet the requirements of state law for preparedness in case of fire, civil emergencies, and natural disasters.

Building Principals will meet all requirements for conducting emergency drills (i.e., fire, lock down, etc.) to give students practice in moving with orderly dispatch to designated areas under emergency conditions, and the staff practice in carrying out their assigned responsibilities for building evacuation.

The Director of Maintenance shall arrange for periodic tests of fire warning systems and fire drills in coordination with the Harvard Fire Chief and shall keep the Superintendent informed as to the adequacy of such systems in each school. A report of such tests and any recommendations resulting from such tests will be made to the Superintendent.

APPROVED: February 11, 2008

CROSS REF.: [EBCD](#), Emergency Closings