

## EMERGENCY PLANS

**6114.**

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The Board recognizes the need for preparation and plans regarding actions to be taken before, during and after an emergency to minimize the effects of any disaster and to protect the lives of the students entrusted to its care. It realizes that schools may be used for temporary housing in case of catastrophe, including civil disorders.

The Board authorizes the Superintendent to develop and implement a school disaster plan that will provide as much protection as possible for students while at school and on their way to and from school, and to provide adequate instruction so that the school emergency plan may be carried out with the greatest possible speed and safety.

Approved April 28, 1981

Amended: December 6, 2016

Previous Policy Number: EB2

## Drills

**6114.1.**

**Drills**

**6114.1**

Each principal shall conduct fire and crisis response drills in accordance with Connecticut state law.

**Legal Reference:**

Connecticut General Statutes Section 10-231

Approved April 28, 1981

Amended: December 6, 2016

Previous Policy Number: EB2.1

## Procedures for Fire Drills

### **6114.12 (R).**

#### **Procedures for Fire and Crisis Response Drills 6114.12(R)**

All schools shall have written emergency fire and crisis response drill procedures. The reason for these drills is to familiarize the school staff with these procedures so that the staff and students will react properly in case of a real emergency. Every drill must be conducted as if there were a fire or other emergency in the building.

Speed is not the most important factor in a drill. Evacuation of the building must be accomplished in an orderly manner without distractions. This is necessary so that everyone will be alert to heed a change in directions which might be required if one of the regular exits is blocked. Straight, quiet lines are mandatory.

Teachers are to remain with their class and must walk out of the building and down the street with their students.

Teachers must have their attendance record with them during a drill. All students must be accounted for.

Periodically a modification will be made in fire drills to emphasize the importance of smoke and the need to stay below it.

Principals shall include a statement in their fire and crisis response drill reports showing the dates on which fire and crisis response drills were held.

Approved April 28, 1981

Amended December 6, 2016

Previous Policy Number: EB2.1R

## Bomb Threats

### **6114.3.**

Each principal shall handle bomb threats in accordance with established procedures.

Approved September 20, 1988

Amended: December 6, 2016

Previous Policy Number: EB2.3

## Bomb Threat Telephone Call Form

**6114.31 (E).**

[View / download BOMB THREAT TELEPHONE CALL FORM \(printable PDF\)](#)

## Handling of Bomb Threats at the Schools

### **6114.32 (R).**

Click the link to access the instructions to handle bomb threats at the schools: [Handling of Bomb Threats at the Schools](#)