

<p>STUDENT SERVICES</p> <p>EMERGENCY EVACUATION AND EMERGENCY SCHOOL CLOSURE POLICY</p>	<p>6000</p> <p>6010</p>
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1. Rationale

Lakehead District School Board (LDSB) is committed to providing a safe environment for all members of the school community and is committed to establishing principles and directives for occasions when a school or schools must be evacuated and/or closed due to an unforeseen emergency.

This policy is designed to assist in preparing for an emergency and maximize the efficiency with which schools' Emergency Response Teams and local emergency services can respond.

The nature of a crisis incident or emergency demands that preparations, communication and planning is a priority. Thus, emergency situations require preplanning, preparation, promptness, communication, co-ordination, and understanding in order that appropriate action may be initiated with confidence and that the safety of students and personnel will be of the highest priority with the least amount of disruption to the education program.

2. Policy

It is the policy of LDSB:

- (a) to have comprehensive system plans that outline actions to be taken in emergency situations; and
- (b) that each school must have in place a comprehensive emergency plan appropriate for the school's particular situation and be prepared to act accordingly. The school plan should be formulated to allow for the school's uniqueness but also meet the need for the school to act in concert with the system.

3. Application and Scope

This policy applies to all students and employees of LDSB.

The policy also covers, parents/guardians, school council members, visitors, third party service providers, volunteers, permit holders, customers of LDSB and other members of organizations while partaking in any activities that occur at LDSB premises or while engaging in LDSB related functions.

Schools and school-related activities, such as extra-curricular activities and excursions comprise the learning and working environment, fall within the scope of this policy, as do LDSB offices and facilities.

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4. Guiding Principles

4.1 System Emergency Response Plans (ERP):

The plans should provide for prompt action and understanding by all concerned. They should be made known through the school to staff, students, and parents/guardians. Adherence to the procedures is essential to avoid confusion or misunderstanding.

4.2 School Emergency Response Plans (ERP):

Each school is required to develop a plan to meet emergency situations. This plan should incorporate awareness of alternative accommodation, communication with parents, safety of students and staff, and security of premises. This plan should be clear and communicated to staff, students, and parents/guardians, within the first three weeks of the school year, and available for implementation when necessary.

4.3 Specialized accommodation plans will be created at the beginning of each year for students and staff identified as needing extra support in emergency situations.

4.4 The development of a high level of consciousness concerning security and safety by all staff members is important.

4.5 The principal, as appropriate will, in consultation with a supervisory officer and an appropriate agency or department, make the decision whether to evacuate the school.

4.6 The director of education or designate will make the decision to close schools.

5. Review

This policy shall be reviewed in accordance with 2010 Policy Development and Review Policy.

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
	December, 1977	
6010 Emergency Evacuation and Emergency School Closure Procedures	<u>Date Revised</u> June 24, 2008 June 23, 2015 May 26, 2020	Provincial Model for a local Police/School Board Protocol 2015 issued by Ministry of Education 2015
8070 Safe Schools - System Expectations Procedures	February 28, 2023	Policy/Program Memorandum No.161 Supporting Children and Students with Prevalent Medical Conditions in Schools