

## EMERGENCY MANAGEMENT PLAN

Advance planning for emergencies and disasters, together with proper education of staff and students concerning expected practices in emergency situations is essential to provide for the safety of students and staff.

The Director will develop and maintain an Emergency Management Plan that will detail the procedures to be followed by staff and students in the event of emergencies such as deaths, accidents or disasters.

The purpose of the Emergency Management Plan is to maintain a unified and predictable plan of action by Cooperative personnel in the event of an emergency.

The objectives of the Emergency Management Plan policy include the following:

1. To assure safety and welfare of students and building staff.
2. To communicate with staff, students, parents and community through the most effective and practical manner.
3. To meet special needs of students and staff affected by an emergency.
4. To enable a building to return to established routines, instruction, rules and regulations.
5. To respond to emergencies and disasters in the most effective manner.

Processes for implementation will be prepared and revised as necessary by the Director or designee.

The Emergency Management Plan and facility-specific processes will be reviewed annually with staff.

Policy Adopted: August 15, 2001  
Amended: January 15, 2014