

Emergency Response Plans for Fire, Evacuation, Lockdown, and Bomb Threat Response

Adopted:

October 29, 1985

Last Reviewed/Revised:

January 17, 2017

Next Scheduled Review: 2019-2020

Associated Policies & Procedures:

[VI-20 Emergency Response Plans for Fire, Evacuation, Lockdown and Bomb Threat](#)
[VI-58 Parent Notification System](#)

Purpose

The purpose of this Operating Policy is to ensure that the Board and its schools are prepared for and can respond efficiently to emergency situations that may arise.

Application and Scope

This policy applies to all schools under the jurisdiction of the Halton Catholic District School Board.

References

- [Education Act](#)
- [School Board Protocol - Halton 2016: Support Every Child and Reach Every Student](#)
- [Provincial Model for Local Police-School Board Protocol 2015](#)
- [Fire Code](#)

Definitions

Emergency situations refer to and can include:

- fire or other emergencies requiring evacuation;
- bomb threats or other serious threats of harm;
- emergencies requiring school lockdowns;
- municipal level emergencies

Principles

Staff, students, and members of the school community have the right to learn, work and be present in a safe and secure school environment. However, incidents may arise within the school environment that put that safety at risk.

In order to provide for the health and safety of its students and staff, the Halton Catholic District School Board (Board) has established emergency response plans and procedures designed to address emergency situations.

Requirements

This policy shall be considered to be pursuant to the Education Act and/or related Ministry of Education materials, all of which shall be sufficient for the purposes of implementing the requirements of the Education Act and/or Ministry of Education Policy/Program Memoranda (PPM) or the Police-School Board Protocol; and authorizes the creation of Administrative Procedures for implementation, which might include requirements described in the Education Act and/or Ministry of Education materials such as PPMs or the Provincial Model for Local Police-School Board Protocol 2015 as matters of policy.

As per *Administrative Procedure VI-20 Emergency Response Plans* and the School Board Protocol - Halton 2016: Support Every Child and Reach Every Student.

- All schools shall develop and implement individual school emergency response plans in accordance with *Administrative Procedure VI-20 Emergency Response Plans* and the School Board Protocol - Halton 2016: Support Every Child and Reach Every Student.
- Individual school emergency response plans and procedures shall be included in each school's Emergency and Crisis Response Plan, and relevant portions must be appended to the Halton School Board Protocol 2016: Support Every Child and Reach Every Student.
- Individual school emergency response plans shall
 - include expectations with respect to staff, students, parents and police, emergency medical services (EMS) and/or the fire department, as appropriate;
 - address issues such as accessibility and communications for students with special education needs; and
 - outline training opportunities to inform school staff, students and other community partners of their obligations/responsibilities within the individual school emergency response plans.



APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board